



	Day 1 Monday	Day 2 Tuesday	Day 3 Wednesday	Day 4 Thursday	Day 5 Friday
<b>Session 1</b> <b>9:30-10:30</b>	Opening Introduction 1.Introduction to Sphere and the TOT	Recap Adult Learning Principles	Recap  Adults learning clinic	Recap Participant led sessions (45 minutes)	Recap Participant led sessions (45 minutes)
<b>Break (30 min)</b> <b>10:30 – 11:00</b>	Break (30 min) 10:30 – 11:00	Break (30 min) 10:30 – 11:00	Break (30 min) 10:30 – 11:00	Break (30 min) 10:30 – 11:00	Break (30 min) 10:30 – 11:00
<b>Session 2</b> <b>11:00-12:00</b>	2.Training evaluation and how to give Feedback	Assessing learning needs	Introduction to group presentations and tips	Participant led sessions (45 minutes)	Training checklist & measuring training impact
<b>12:00 – 12:15</b>	Break (15min) 12:00 – 12:15	Break (15min) 12:00 – 12:15	Break (15min) 12:00 – 12:15	Break (15min) 12:00 – 12:15	Break (15min) 12:00 – 12:15
<b>Session 3</b> <b>12:15 – 13:00</b>	3.Sphere content Foundational Chapters (Sphere STPs) Group Exercise	Designing a learning event	Preparation time for Participant led Maxi (45 minute) session	Participant led sessions (45 minutes)	Individual action planning
<b>Break (60 min)</b> <b>13:00 – 14:00</b>	Break (60min) 13:00 – 14:00	Break (60min) 13:00 – 14:00	Break (60min) 13:00 – 14:00	Break (60min) 13:00 – 14:00	Break (60min) 13:00 – 14:00
<b>Session 4</b> <b>14:00-15:00</b>	4.Sphere content Technical Chapters (Sphere STPs) Group Exercise	Introduction to Mini sessions 5-minute presentations (Participants led session)	Participant led sessions (45 minutes)	Activity cards  Participant led sessions (45 minutes)	Sphere events and updates Final evaluation
<b>Break (15 min)</b> <b>15:00 – 15:15</b>	Break (15min) 15:00 – 15:15	Break (15min) 15:00 – 15:15	Break (15min) 15:00 – 15:15	Break (15min) 15:00 – 15:15	Break (15min) 15:00 – 15:15
<b>Session 5</b> <b>15:15-16:15</b>	5.Using Sphere in context	5-minute presentations (Participants led session) Group formation for Maxi sessions	Participant led sessions (45 minutes)	Participant led sessions (45 minutes)	Networking & Wrap up Certificates and group photo
<b>16:15- 16:30</b>	Daily evaluation and feedback	Daily evaluation and feedback	Daily evaluation and feedback	Daily evaluation and feedback	