

## Corporate Training Outline Template

Training Title: \_\_\_\_\_

Department: \_\_\_\_\_

Trainer: \_\_\_\_\_

Learning Objectives: \_\_\_\_\_

Session 1: \_\_\_\_\_

Duration: \_\_\_\_\_

Activity: \_\_\_\_\_

Evaluation Criteria: \_\_\_\_\_

Session 2: \_\_\_\_\_

Duration: \_\_\_\_\_

Activity: \_\_\_\_\_

Evaluation Criteria: \_\_\_\_\_