***Trainer’s Notes***

**Template**

**Purpose**Insert course purpose

**Objectives**Upon completion of this course, you will be able to:

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Materials

* List of materials the trainer needs for the class

Suggested Pace

This is a 6-hour course. The following agenda is the suggestedpace for each day.

9:00 – 9:30: Introduction

9:30 – 10:25: Etc.

Section Main Topic

PPT 1

🗎 PG 30

Good morning and welcome to …

Subtopic Under the Main Topic

Add subtopic content and symbols as appropriate.

Subtopic

Add content for a third-level subtopic.

Activity Title

**Purpose:** See TN Style Guide for required descriptors based on the type of learner engagement.

**Materials:**

**Estimated Length:**

**Directions to Trainer:**

**Trainer Instructions to Learner:**

TN Appendix A – Document Title