

Guiding Questions for Planning Community Training Sessions

1. Will your training session be a standalone event, or will you be incorporating it into existing programming?
Multi-week, evening, daytime, how long will your session be...etc.
2. How many participants will take part in the training session(s)?
It is helpful to set a goal for the number of participants so that this can guide your planning for the session. For example, a small group session with 6 participants will have unique teaching opportunities compared to a 50-participant webinar.
3. How will you recruit participants for your training session(s)?
This may include promoting to your email mailing list, posting on social media, putting a flyer up at your community centre or other gathering space, individually inviting participants by phone, email, or in-person.
4. What date and time will your training session(s) take place?
Set a date and time that allows you enough time to prepare your presentation. For the Train the Trainer program, please try to plan to implement your session by March 31, 2022. Additional sessions after that are still warmly welcomed.
5. Selecting content to use – which module content aligns with your objectives and community needs?
Consider what digital health literacy skills your community members are already comfortable with, and what they might benefit from learning.