



## Sample Section

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This section provides sample documents created by previous training development teams. When developing a new training program, it may be useful to review materials from existing or past courses for ideas regarding formatting, content, style, or activities. The documents within this section serve as such a resource.

### **Samples include:**

- Task order template
- Evaluations
  - EDEExpress “Super Week” dry run
  - Pilot workshop evaluation
  - Level 3 evaluation questionnaire
  - Level 4 training follow-up survey for participants
  - Level 4 training follow-up survey for supervisors
- F2B pilot plan
- Trainer recruitment message
- Trainer audition application
- Trainer criteria and selection process
- Training announcement
- Lessons learned session agendas