**Assessment Course Action Plan**

|  | | | | | |
| --- | --- | --- | --- | --- | --- |
| Name of Course |  | | | | |
| Number of Weeks |  | | | | |
| Trainer/s |  | | No. in Cohort | |  |

# Logistics/Course Fundamentals

| AIM OF THE COURSE |
| --- |
|  |

| Learner Outcomes |
| --- |
|  |

| Duration |
| --- |
|  |

| Delivery Method |
| --- |
|  |

**Course Delivery Outline**

| Week | Session Breakdown | Assessments |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
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|  |  |  |
|  |  |  |

| Minimum Eligibility |
| --- |
|  |

| Materials and Software Needed |
| --- |
|  |

| Funding Required  Item/Facilities etc | Why/Justification | Expected Cost | Alternative Option |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |

# 

# Administration

| Advertising |
| --- |
| * *where* * *How long for* |

| Administrative Duties | Time commitment & resources required | Due |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |

| Other Ideas / Notes |  |
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