

Content Outline Checklist (Trainer Version)

Trainer's name:	
Learning activity title:	
Person completing this form:	
Date:	

Summary of Trainer Content Expertise: (Please refer to *The Guidelines for Assessing Trainer Expertise.*)

Does the outline include:	Check when task is completed
	Ck Box
Competencies addressed (check for appropriate level of learning – awareness, knowledge/understanding, application, skill development)	<input type="checkbox"/>
Notes:	
Topics and sub-topics addressed (From E-Track Classification Table)	<input type="checkbox"/>
Notes:	
Agenda	<input type="checkbox"/>
Notes:	
Brief description of the Learning Activity	<input type="checkbox"/>
Notes:	

Content addressed in each major section	<input type="checkbox"/>
Notes:	
Methodologies used	<input type="checkbox"/>
Notes:	
Learning objectives	<input type="checkbox"/>
Notes:	
An explanation of how cultural issues will be addressed	<input type="checkbox"/>
Notes:	
Transfer of Learning Strategies	<input type="checkbox"/>
Notes:	
Content Reference List	<input type="checkbox"/>
Notes:	
Questions to ask:	
How is the workshop applicable to Child Welfare Practice?	
Notes:	
When was the workshop last updated?	Date:
Notes:	