

# Workshop Instructional Proposal Draft

## 1. Workshop Title

Enter workshop title here

## 2. Facilitator(s)

Name(s) of presenter(s)

## 3. Date & Duration

Proposed date(s) and time length

## 4. Workshop Description

Brief summary or abstract

## 5. Learning Objectives

List 2–4 specific objectives

## 6. Target Audience

Describe who the workshop is for

## 7. Instructional Methods

Describe teaching and learning methods

## 8. Outline / Agenda

List session topics and schedule

## 9. Materials & Resources

Mention handouts, equipment, AV needs, etc.

## 10. Evaluation

Describe assessment or feedback methods