

[INTRODUCTORY NOTE FOR TRAINING FACILITATORS]

September, 2020

Dear fellow trainer,

Before you delve into the module and all the materials, take a quick look at the following notes – thank you:

- **This short module is *for you* and it is *all yours*.** No training module prepared by someone else will ever fully meet your expectations, the needs of the people you want to train or your presentation style - that's ok. My advice is to consider this training package not necessarily as a *plug-and-play* module - a module that is going to work perfectly when you first use it - but as a *plug-ADAPT-and-play* one - as a training package that will need certain degree of reconfiguration or adjustment by you, the facilitator, before you use it, and after you use it.
- **There is more material in this module that you could possibly need.** That's a good problem to have - imagine the opposite. As you will see, some materials have a clear indication that they are [OPTIONAL] which means that they are relevant and interesting but that most likely you may not be able to use them due to time constraints.
- **You will need to put time to prep and own it.** I really hope that the materials and the exercises are interesting and dynamic enough to make you and your colleagues be excited about the topic. Thank you for taking the time to own the training package and make it yours, and apologies in advance for the shortcomings I am sure you will find.
- **These facilitator notes are exactly that, they are simply notes.** The facilitator notes are not necessarily a 'script' as such to run the training so don't feel you have to say/use all the information in the notes. The notes are meant to help you introduce some new knowledge but more than anything, to help you facilitate discussions and interactions led by the participants themselves.
- **Last but not least, remember to enjoy it, you will be great!** As you know, if you enjoy the training, people will definitely enjoy it.

Good luck, and if you ever want to have a chat about this module or other related ideas just reach out, it will be my pleasure.

Best wishes and stay safe,

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