# Template for Planning Your Professional Development Program

## Name:

## Version of Plan:

## Program Starting Date: Ending Date:

## Program Goals:

1.

2.

3.

## Learning Objectives to Achieve Each Desired Goal:

1.

2.

3.

## Activities to Achieve Each Learning Objective:

1.

2.

3.

## Materials You Might Need:

1.

2.

3.

## Key Considerations in Implementing Your Plan:

1.

2.

3.

## Approach to Evaluating During and After Your Program

### Key Questions to Continually Ask During the Program

1.

2.

3.

### Key Questions to Ask Shortly After the Program

1.

2.

3.

## Key Activities After Completing Program

1.

2.

3.