

## Developing A Lunch And Learn

Crating a Lunch and Learn session is a low cost training option. It is a great way to introduce a topic or give a small demonstration on a new product or service. Participants will be shown the criteria involved in creating a great Lunch and Learn environment. They are usually voluntary, thus attendance can sometimes be an issue. Through this course participants will be given the knowledge to work through this issue and others. This course will give organizations a quick and useful tool to add to its training department. The participants will be able to use it as a follow-up or refresher to a previous training session. It doesn't have to be just about a learning event, it can also involve collaboration, networking, or sharing best practices between employees

### Course Outline

- The Prep Work
- Creating the Content
- During the Session
- Food and Facilities
- Take Away Material
- Difficult Situations or People
- What A Lunch and Learn is Not
- Best Practices

### Prerequisites

The candidate must have completed or be in the process of completing a high school or secondary school diploma or similar educational standards.

### Training methods

- Interactive facilitator lead learning
- Class activities
- Group discussions and case studies
- Practical sessions
- Question and answer sessions
- E-learning
- Role-plays
- Self-assessment tools

### Learning outcomes

Upon the completion of this Course, the learner will be able to:

- Understand what a lunch and learn is and is not
- Set up and break down
- Create new content
- Address difficult situations and people
- Create useful takeaways
- Use feedback to improve future lunch and learns

### Course Duration

The standard duration of this course is 12 contact hours.

### Approvals & Accreditation

- Ministry of Labour, Kingdom of Bahrain
- HABC
- ILM

### Who Should Attend

Suitable to all job positions.

For more information please feel free to contact:

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