# Activity name

This document serves as a guide on how to deliver the specific activity.

Summary description of the activity.

## Activity duration: x mins

## Number of people that it can be performed with

## Goal of activity

## Materials

- list of materials needed to perform the activity

- reference digital

- list physical equipment

## Instructions

Describe how to run the activity. If the activity has several stages break them down into subheadings and provide duration for each.

List any questions the trainer should ask during the activity.

List or link to examples of completing the activity.

## Tips and Tricks

* if the activity can be done both physically and online, provide info on the differences and specifics for each

## Related sources

* list any additional sources that may be useful for the activity