Training Materials Checklist			
Material	**Quantity**	**Provided by (self, host, hotel, other)**	**Needed for this Session?**
Flipchart			❏
Easel			❏
Markers			❏
Tape			❏
LCD Projector			❏
Laptop			❏
PowerPoint file			❏
Movie file/DVD			❏
Other electronic file			❏
Extension Cord			❏
Projection Screen			❏
Note pads/tablets			❏
Pens			❏
Table toys			❏
Name tents			❏
Name tags			❏
Participant folders			❏
Handout(s)			❏
Other stuff?			❏