



CPD Approved Activity Design Template

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| Name of Activity | Please enter the activity title. |
| Duration | Please indicate the expected duration of the planned activity in hours. |
| Number of Events | Please indicate how often the activity will be conducted. <input type="checkbox"/> Single Event <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Other (please specify) |
| Date of Activity | Please indicate the date/s of the activity |
| Aim | Please list the aim/s of the activity. |
| Learning Objectives | Please list two or more learning objectives, in bullet point fashion. <u>At the completion of this activity the participant should be able to:</u> |
| Evaluation Method | Please provide a brief statement how the activity will be appraised and how feedback will be analysed (e.g., survey, discussion and recommendations with participants, independent evaluation). |
| Presenter's name and qualifications | Please attach the bio of the presenter engaged to deliver this activity. |

Please use this template when providing the CPD Team the details of additional activities to be included in a CPD Approval.

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