

7 Induction training plan template

This is an editable pdf. Fill in the boxes below and save the file when you are finished.

Induction training plan (name, date, organisation, etc.)

	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Times _____ Activities/subjects _____ With whom _____ Location _____	Times _____ Activities/subjects _____ With whom _____ Location _____	Times _____ Activities/subjects _____ With whom _____ Location _____	Times _____ Activities/subjects _____ With whom _____ Location _____	Times _____ Activities/subjects _____ With whom _____ Location _____
Notes & actions					
Lunch	Times _____ With whom _____ Location _____	Times _____ With whom _____ Location _____	Times _____ With whom _____ Location _____	Times _____ With whom _____ Location _____	Times _____ With whom _____ Location _____

Induction training plan template (continued)

	Monday	Tuesday	Wednesday	Thursday	Friday
PM	Times _____	Times _____	Times _____	Times _____	Times _____
	Activities/subjects _____	Activities/subjects _____	Activities/subjects _____	Activities/subjects _____	Activities/subjects _____
	With whom _____	With whom _____	With whom _____	With whom _____	With whom _____
	Location _____	Location _____	Location _____	Location _____	Location _____
Notes & actions					