Animal Health in Indonesia

**Participant pre-course information**



# Introduction

You are enrolled to attend the training program in……. on ……(dates).

This information is designed to facilitate your attendance and participation in the training program.

# Where is the training?

The training course is being held at ….(address of the location is to be inserted maybe a map as well)

# When is the training?

The training course will be conducted on the following dates: …/…/2014 to .../.../2014

The timetable for the training on those dates are:

# What to wear?

* Dress for the theory training in the class room is neat casual.

# Things to bring?

* A blue or black ball point pen

# What will be provided?

* Food?
* Drink?
* Participants Manual
* Computer?
* Phone?
* Electronic versions of handouts and presentations to put on your memory stick?
* Name tag?

# Where to stay?

Participants will be staying at



# Where or what to eat?

* Light lunches and morning and afternoon teas are provided

Please advise the Training Program Manager if you have special dietary requirements

# How do I get there?

Travel to and from the training venue should be arranged by

# When I arrive?

On arrival, please make your way to the …….area, we will meet you here from … (time)

# Contacts

Who to contact for more information or to answer queries