

<b>Name of activity:</b>	
<b>Developed by:</b> (name, surname, country)	
<b>Themes:</b> (that the activity tackles)	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>
<b>Target group:</b> (For who are you making the activity and who can use it?)	
<b>Group size:</b> (What is the most suitable number of participants for the activity?)	
<b>Time:</b> (in minutes)	
<b>Overview of the activity:</b> (Short summary of the activity and what is it about)	
<b>Aims and Objectives:</b> (What do you want to accomplish by implementing the activity?)	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>
<b>Materials and space needed:</b> (How big space you need and what you need for the activity? e.g. pens, markers, papers, handouts...)	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>

<p><b>Instructions:</b>  <i>(Detailed explanation of the activity. Step-by-step instructions what participants should do. Please be as specific as possible and include the timing)</i></p>	<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> <li>5.</li> </ol> <p>.....</p>
<p><b>Debriefing and evaluation:</b>  <i>(How will you debrief and evaluate the results of the activity at the end? Provide questions for debriefing and evaluation)</i></p>	<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> </ol> <p>...</p>
<p><b>Tips for facilitators:</b>  <i>(Any remarks or tips that facilitators of this activity could use or follow for best implementation)</i></p>	
<p><b>Additional information, notes (Appendixes)</b>  <i>(Write here about any extra materials, hand-outs, photos, suggestions for follow-up activities, considerations etc.)</i></p>	