

Equipment and Materials

The following equipment and materials are used consistently throughout the training:

- Instructor Manual (provided by OVC).
- Participant Manual (provided by OVC).
- PowerPoint presentation (and electronic templates) on flash drives (provided by OVC).
- Laptop PC with Microsoft Windows® 7 and PowerPoint 2007 or later, LCD projector, and screen or blank wall space for projection.
- Tear sheet pad, easel, and tape.
- Multicolored, thick markers for use with tear sheets. (Dark colors should be used so participants can see the writing on the tear sheets. Red, orange, and yellow can be difficult to see at long distances.)
- Name tents (for each participant and instructor).
- Pens (one per participant).
- Highlighters (one per participant).
- Sticky notes.

Additionally, if a module requires specific equipment and materials, they are listed in the outline that precedes each module and also are included in the summary table in this Overview.