



Worksheet 3i.A2

Competency: Technical Credibility— Your Technical Expertise: Lunch & Learn Presentation

- What area of your expertise will you present at a Lunch & Learn?
- Who needs to be contacted about offering the Lunch & Learn?
- Where will it take place? What arrangements are necessary to reserve the room?
- How will you invite staff to the Lunch & Learn?
- Will you use a PowerPoint presentation?
- Will you provide handouts?
- What material will you present?
- How will you generate discussion about your area of expertise?

