



— YOUR PROJECT BRIEF

Workers sit through the training. *Then do it the old way.*

Slides full of text, no examples, no quiz. People remember what they see and practise, not what they read. This file shows you my way of working, lets you choose a design and tells me what you need. Fill it in a few minutes, save it and send it back to me.

What you get



Trainer slides + notes

Editable PowerPoint



Handouts and job aids

For the wall and the line



Quiz with answer key

Paper or online



Attendance and evaluation

The records auditors ask for



Arabic, English or both

For every level



2 weeks of free revisions

Confidential, always

How it works

1

Fill pages 2 and 3

Pick a design and answer a few questions

2

Send it back

In our chat on
Freelancer.com

3

Detailed quotation

Your roadmap, my advice
and the exact price

4

We start

Editable files + 2 weeks
of free revisions

Before

HYGIENE TRAINING

- All employees must wash their hands before entering the production area and after using the toilet and after eating and after touching any dirty surface or the face or hair or phone
- Hand washing should take at least 20 seconds using soap and warm water and drying with paper towels not the uniform
- It is not allowed to wear jewellery, watches, nail polish, false nails
- Hairnets must cover all the hair and beard covers for beards
- Any employee with illness must inform the supervisor (diarrhoea, vomiting, fever, skin infections, ...)
- Gloves must be changed regularly



After · my way

AL HYGIENE

Clean hands in 5 steps

1

Wet and soap

Warm water, enough soap

2

Rub 20 seconds

Palms, backs, nails, thumbs

3

Rinse and dry

Paper towel, never your uniform

Quiz: 3 questions on the next slide. *Trainer notes included

Slide 7 / 25
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My tip: Write outcomes people can show.

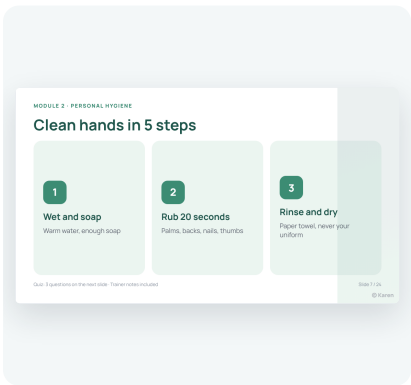
Not “understand hygiene” but “wash hands in 5 steps in 20 seconds”. If you can watch someone do it, you can train it and audit it.



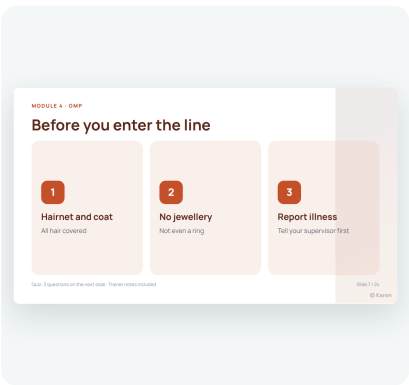
STEP 1 · CHOOSE YOUR DESIGN

Which style feels like you?

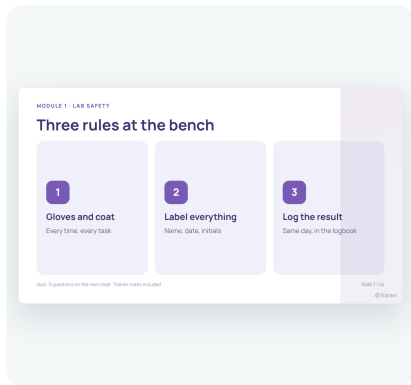
These are concept designs I made to show my way of designing. Tick one, or choose “mix” and tell me what you like.



☐ **Option A**
Food factory · Hygiene



☐ **Option B**
Factory · GMP



☐ **Option C**
Lab · Safety

☐ **Mix or my own idea:**

Colours

- ☐  Navy & teal ☐  Green & gold ☐  Plum & coral ☐  Black & gold
- ☐ My brand colours

Style and language

- ☐ Formal ☐ Friendly ☐ Modern ☐ English ☐ Arabic ☐ Both

Only me

I design every file myself, start to finish

Confidential

Your files are never shown to anyone

Your approval

You see the plan and price before we start



— STEP 2 · TELL ME ABOUT YOUR PROJECT

A few answers, and I can plan everything

Your name / company

Your field (factory, clinic, law office, school...)

Training topic(s)

Who are the trainees? (role, level, language)

Duration of the session and number of slides

Do you need a quiz, handouts and records?

Deadline

Package

- ☐ Starter ☐ Standard ☐ Premium
☐ Not sure

What will you send me?

- ☐ My current file ☐ Notes or a list of points ☐ Logo and colours ☐ Photos or data
☐ Nothing yet, I need help to start

Anything else I should know?

Save this file and send it to me in our chat on Freelancer.com.

I read it myself and reply with your detailed quotation PDF: your roadmap, my advice and the exact price, before we start.