

# Resource Planning Workshop Agenda

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location]

## Agenda

### **1. Welcome and Introductions**

Time: [Insert Time]

### **2. Overview of Resource Planning**

Time: [Insert Time]

Speaker: [Insert Speaker Name]

### **3. Breakout Session: Identifying Resources**

Time: [Insert Time]

### **4. Lunch Break**

Time: [Insert Time]

### **5. Group Discussion: Strategies for Effective Resource Utilization**

Time: [Insert Time]

### **6. Wrap-Up and Next Steps**

Time: [Insert Time]

For any questions, please contact [Insert Contact Information]