

Invitation to Automation Procedure Training Session

Dear [Employee Name],

We are pleased to invite you to attend our upcoming training session on Automation Procedures scheduled for [Date] at [Time]. This session will take place at [Location/Platform].

The training will cover the following topics:

- Introduction to Automation Procedures
- Best Practices for Implementation
- Hands-on Practice and Q&A

Please confirm your attendance by [RSVP Date] so we can make the necessary arrangements.

Looking forward to your participation!

Best regards,
[Your Name]
[Your Position]
[Your Company]