



AGENDA

May 15, 2019

19.30	Arrival of the participants and accommodation in the hotel
20.00	DINNER

DAY 1 – May 16, 2019

08.00 – 09.00	BREAKFAST
09.00 – 10.00	Official opening of the training
	Presentation of the participants and expectations from the training
10.00 – 10.45	Preparation of a plan for standard operating procedures (SOP) for adventure tours
	<ul style="list-style-type: none"> • Presentation • Questions and answers • Reflection and Conclusions
11.00 – 11.30	Preparing a plan for standard operating procedures for selected tour
	<ul style="list-style-type: none"> • Working in groups - making SOP
11.30 – 12.00	COFFEE BREAK
12.00 – 12.45	Presentation of prepared SOP plans
	<ul style="list-style-type: none"> • Presentation • Questions and answers • Reflection and Conclusions
12.55 – 13.30	Preparing of SOP for a for a given tour
	<ul style="list-style-type: none"> • Presentation of the tour • Working in groups
13.30 – 14.30	LUNCH
14.30 – 17.00	Practical analysis of the prepared SOP plan on the field (field visit)
	<ul style="list-style-type: none"> • Practical field work
17.00 – 17.15	Evaluation of the day
19.30	DINNER





DAY 2 – May 16, 2019	
08.00 – 09.00	BREAKFAST
09.00 – 09.30	Reflection on the previous working day
09.30 – 10.30	The place and role of the tour guide in planning and managing risks in adventure tourism, Reflection of the previous day
	<ul style="list-style-type: none"> • Presentation • Questions and answers • Reflection and Conclusions
10.30 – 11.00	Tourism Animators
	<ul style="list-style-type: none"> • Presentation • Questions and answers • Reflection and Conclusions
11.00 – 11.30	COFFEE BREAK
11.30 – 12.30	Tour guide - profile and skillset
	<ul style="list-style-type: none"> • Presentation • Questions and answers • Reflection and Conclusions
12.30 – 14.00	Planning tours in various adventurous activities
	<ul style="list-style-type: none"> • Presentation • Questions and answers • Reflection and Conclusions
14.00 - 15.30	Lunch
15.30 – 16.30	Conclusions from the training
	Evaluation of the training
	Official closing of the training

