

## Tabletop Exercise in Emergency Response Course

Time (minutes)	Topic	Content
15"	Introduction	What is a tabletop exercise?
45"	Planning tabletop exercises (part 1)	Critical factors for exercise success Securing management support Defining purpose and objectives Preparing the exercise manual in practice (part 1)
10"	<b>BREAK</b>	
90"	Planning tabletop exercises (part 2)	Preparing the exercise manual in practice (part 2) Scenario development in practice
30"	<b>LUNCH BREAK</b>	
90"	Conducting the exercise	Planning logistics Room set up Introducing the exercise to the players Delivering tabletop exercises in practice
10"	<b>BREAK</b>	
60"	Evaluation of tabletop exercises	Successful debrief Giving feedback Reporting