Meet together as host and presenter to divide responsibilities and plan a successful class. Remember - you'll teach the class for a host, but you'll want to groom new builders to be able to teach independently!

1. PREPARATIONS

- Prepare attendees by following the invitation script in the Share Guide.
- Prepare Room
  - Lighting and well-ventilated
  - Only put out a few chairs, and bring in more as needed
  - Create a space for presenter to teach from with a simple product display area
- Refreshment Options - sharesuccess.com/classfood
  - Drinking water
  - Optional: add Lemon, Wild Orange, Grapefruit/Cassia, or Slim & Sassy
  - Food ideas:
    - Apples in OnGuard or Wild Orange water
    - Yogurt fruit dip with Cassia
    - Guacamole with Lime
    - Chocolate with Peppermint

2. PRESENTATION

<table>
<thead>
<tr>
<th>Host Shares:</th>
<th>Class 1</th>
<th>Class 2</th>
<th>Class 3</th>
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<tbody>
<tr>
<td>Share oil experience</td>
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<tr>
<td>Intro and edify presenter</td>
<td>Portion of class</td>
<td>Beginning</td>
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<td>Ending/Close</td>
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</tbody>
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- Class Tools
  - Drawing Entry forms
  - Class Handouts (i.e. Natural Solutions)
- Teaching Helps
  - Oils for experiences
  - Product to display (LLV, any specials, etc.)
  - Diffuser
  - Essential Oil Reference Guides
  - Pens/Pencils
  - Optional:
    - Giveaways/Host Gifts
    - Demonstration materials
    - Product Guides
    - Other Class Handouts and/or product info
- Closing Tools
  - Live Guides
  - Share Guides
  - Build Guides
  - Book a Class or blank calendar page to book classes and Wellness Consults
  - * Ideal closing support: 1 WA per 3-4 guests

3. NEXT CLASS

Host: ___________________________ Title: ___________________________ Date: ___________________________
Location: ___________________________ Presenter: ___________________________