# Training session checklist

**Before each training session, make sure you give yourself plenty of time to prepare. Ensure you leave enough time to set up the mobile phones longer than you think.**

- Check that you have all the materials that you will need for your session (see the materials needed on the overview page of each module).
- Make sure that all phones are charged.
- Download and set up all services you plan to use on the phones.
- Make sure all of the mobile numbers you are going to use are stored on all the mobiles that will be used in training.
- Clear all personal data (e.g. photos, messages, etc.) before handing the phone over to the participants.
- Understand your training content.
- Activate mobile internet on all phones with a mobile network provider (remember that this can take a number of days).
- Name your phones. Stick a label on the back of each phone with its name and mobile number so you can identify it during the training.
- Check your connectivity – if using MiFi/ Wi-Fi, check that these are working and that all phones are signed in.
- Load mobile internet data onto all phones.