

Lesson Plan

Topic 1: **Biobased Products and BioPreferredSM** **- What are they?**

Time Required: approximately one hour

Objectives: Upon completion of Topic 1, Trainees will be able to:

- 1) Define the term, "biobased product" and give examples;
- 2) Define BioPreferredSM;
- 3) Define the term, "designated item" and give examples.

Training Materials: Instructor Guide; Lesson Plan for Topic 1; Power Point Slides for Topic 1; Customized Agenda; Sample Biobased Products; Blank Roster; Course Reaction Evaluation

Trainee Preparation: Review Power Point Slides online for Topic

Presentation Method(s): Lecture, discussion, questions and answer session, and demonstration.

Trainee Evaluation Method(s): Class Discussions & Self Test

Notes to Instructor (Please add any agency specific requirements)

Attention: The USDA Secretary's Memorandum on January 19, 2005, establishes the USDA Biobased Procurement Preference Program to focus on internal USDA action to boost the acquisition of biobased products. As part of this policy, USDA has developed training to educate employees about Biobased Products and to assist them in Purchasing Biobased products.

Overview: This training you will receive today represents the Awareness level training and will provide basic product knowledge to familiarize you with the available products so that you can gradually

begin including biobased products as part of your purchasing and contract requirements.

Motivation: Biobased products have many excellent features and benefits that we should examine carefully and consider using so we can all do our part to make this Procurement Preference program successful.

Transition: So, now that you understand why we are here today, let's take a look at Biobased Products; what does biobased mean and what are these products that are referred to as Biobased Products?

Presentation	Remarks
Review Power Point Slides.	Discuss each slide and make sure trainees understand concepts.
Conduct Show & Tell activity with actual biobased product samples.	Show each product one at a time and discuss features and benefits. Depending on product, pass each one around so trainees can see product and label.
Summarize topic material again and reinforce concepts and field questions; use last 2 PPT slides if desired.	Allow trainees sufficient time to discuss questions and then ask follow up questions before moving on to Topic 2.