

Training Timetable	Day 1	Day 2	Day 3	Day 4	Day 5
9 - 9:30 AM	Team introduction with Prath	Scheduling introduction - quick overview	Scheduling & admin	Scheduling & admin	Scheduling & admin
9:30 - 10 AM	Construction Huddle	Construction Huddle	Construction Huddle	Construction Huddle	Construction Huddle
10:00 AM - 12 PM	Setting up email, CRM and relevant logins	Scheduling walkthrough - Script training - CRM movements - Shadowing	Commissioning training: (The Big Four) Formbay Plenti HBS & Loans Solar Victoria Brighte	Scheduling and Post-installation - training & shadowing	Scheduling and Post-installation calls
12:00 - 1:00 PM	Lunch	Lunch	Lunch	Lunch	Lunch
1:00 to 2:00 PM	Introduction to ShineHub: Goals, mission, culture and organisational structure	Scheduling call trial and CRM movements	Commissioning walkthrough - CRM movements - Invoices training - Shadowing	Commissioning - training & shadowing	Commissioning calls
2:30 to 3:30PM	Solar 101 - general knowledge	Post-installation walk-through - CRM movements - Shadowing	Solar 101 - continued	Powow Launch training	Final recap of the week Q&A Session with the team
3:30 to 4:00 PM	Construction PM - Roles & Processes	Post-installation call trial and CRM movements	Objection & escalation handling	Panda Doc training	
4 :00 to 5:00 PM	CRM Walk-through	Installers walkthrough	Commissioning recap	CRM and email admin - training and shadowing	CRM and email admin
5:00 to 6:00 PM	Shadowing of CRM fields & functionality	Installers handover		CRM and email admin	