Precision Ag Workshop Planning Guide

A planning guide for hosting a precision agriculture workshop, helping organizers pick topics, speakers, places, and follow-up. Print a copy, follow each step in order, and keep the guide handy where you work.

Farm / unit: _____ Date: _____ By: _____

1. Decide the audience and goal
2. Pick topics and speakers
3. Choose a place with good signal and seating
4. Set a date outside busy field seasons
5. Arrange demonstrations
6. Promote through local groups
7. Prepare handouts and sign in sheet
8. Collect feedback and follow up

YOUR NOTES

TIP Ask your extension office to help with speakers and promotion, and plan a hands-on session for attendees.