

Template for an invitation to the crash course on HelseArbeid for all employees

Below are some suggestions for points you can include in the invitation.

- **Meeting title:** A short and descriptive title that clearly identifies the purpose of the meeting. For example: "Crash course on HelseArbeid – learn more about work and common health problems."
- **Date and time:** Specify the date and time of the meeting.
- **Duration:** 1 hour
- **Place:** Specify either the physical location for the meeting or share a link to the digital platform used.
- **Goals:**
 - **We will know a bit more about what's important for us in order to thrive at work**
 - **We will feel more confident about problems that many people struggle with**
 - **We will be better at supporting each other every day**
- **Agenda:**
 - **What HelseArbeid is, and why are we doing it**
 - **What is important for us to thrive at work**
 - **The most common problems that lead to health-related absences**
 - **What we can do to better support each other at work**
 - **Further follow-up**

The meeting will involve watching short video clips and participating in discussions and activities in between.

- **Contact information:** Include contact information for the people hosting the meeting. E.g. manager and course team.
- **Link to video:** Make sure everyone gets the link to ["Crash course: HelseArbeid explained in 50 seconds"](#)