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Lesson 14

pages 22 & 23

Planning Your Assignments

Lesson objective: Students will use four steps in planning how to complete their assignments.

Student materials: Student Book, pages 22 and 23

Note to the teacher: In the next four lessons, students will be introduced to a strategy for completing assignments. In the first lesson, students will learn four steps for planning their work: reading the directions carefully, circling "action" words in the directions, getting out necessary materials, and telling themselves what they are supposed to do. Since many children read directions carelessly or fail to read them at all, students are asked to perform two overt behaviors: circling the action words in the directions and verbally reciting what they are to do. These overt behaviors should increase students' attentiveness to the directions.

General Teaching Procedure

1. Students open to page 22. Explain that they will learn a strategy for completing assignments. Discuss when this strategy can be used. Tell students that the focus of the lesson is learning the strategy, not completing the sample assignments.
2. Students locate part A and read each line under **Plan it**. Discuss each of the steps.
3. Students locate part B, assignment 1. Tell students each step in **Plan it** and guide them in applying each step.
4. Guide students in applying the planning steps to assignments 2-4. Students tell you each step and then perform the step. Stress the circling of important action words.
5. Students locate part C, assignment 1. Students review the planning steps and perform them.
6. Students finish part C independently. Provide feedback on their answers.

Answer Key for Lesson 14

A. No written responses

- | | |
|------------|--------------------|
| B. 1. Draw | C. 1. Write |
| 2. Read | Draw |
| Write | Circle |
| Write | assignment, paper |
| 3. Turn | pencil |
| Make | 2. Look |
| Draw | Write |
| 4. Read | Color |
| Write | assignment, paper |
| | pencil, crayons |
| | 3. Unscramble |
| | Write |
| | assignment, pencil |
| | 4. Find |
| | Write |
| | Underline |
| | assignment, book |
| | pencil |
| | 5. answer |
| | Look |
| | assignment, book |
| | paper, pencil |

Scripted Teaching Procedure

1. Open your book to page 22.—Today we will learn a strategy for completing assignments. You can use this strategy to do worksheets, pages in your books, and assignments in your books. You can also use this strategy as you do your homework. Tell me one time that you could use this strategy. (Tell students that the focus of the lesson is learning the strategy, not completing the sample assignments.)
2. Find part A.—Read the first line.—Before you begin an assignment, you need to think about it and plan how you will complete it. Read the next sentence.—Often students don't read the directions or they read them so quickly that they don't understand what they are supposed to do. You need to read the directions carefully. This means that you might read the directions a number of times. How many of you can think of a time when you did not do well on an assignment because you did not read the directions carefully?—Read the next sentence.—To help you