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Part One: How to Have a Great Plan

The very best teachers know that to have a great lesson—you need to plan a great lesson.

How to Have a Great Plan outlines the many reasons that you should take the time to plan a good lesson.

1. What were your thoughts regarding planning as you read this section?

2. How much time do you use each week for lesson planning?

3. What are the key components to good lesson plans?

4. Do you currently have all those components in your lessons?

5. Take a copy of a recent lesson plan and highlight the key components as identified in question 3. Share your lesson plan with your team or a colleague and discuss the steps you go through when planning your lesson.

6. Identify steps you can take to improve your lesson plan.

7. Create two great lesson plans using the key components identified. Implement the plans. Following the implementation of each plan, reflect on the differences you noticed in your classroom regarding student engagement, student understanding, and classroom management.

Secret One Summary Checklist

Mark the columns that you feel best represent where you currently are regarding the strategies identified.

STRATEGIES	1	2	3
1. Do you feel that you have great lesson plans?			
2. Are your plans clear with specific objectives?			
3. Do your lessons reflect your student's interests and involvement in their learning?			
4. Do you follow the 60/40 rule?			
5. Do you always overplan your lessons?			
6. Do you manage your time in 5-minute segments?			
7. Are you flexible and able to adapt to changes in your routines?			
8. Are you able to focus on what you <i>can</i> control and not on what you can't?			
9. Are your lesson objectives outcome specific?			
10. Are your objectives supported by appropriate activities?			
11. Are you positive in your actions rather than negative in reactions?			

- 1 = Rarely or never in my classroom;
 2 = Sometimes in my classroom;
 3 = On a consistent basis in my classroom.