



Class Planning Template

Your name:

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How to use this template:

Make a copy (File > Make a Copy) or [click this link for a shortcut](#). You can also print it out and complete the document by hand.

What's inside:

Class Details Outline: For planning your class title, class description, and project description.

Video Lessons Outline: For planning your lessons before you film.

Publishing Checklist: Make sure your class meets our Class Quality Guidelines, as well as other recommendations.

Shot List: Optional resource to keep track of shots while filming.

Scratchpad: For ideas, to-dos, or anything else related to your class

Tip: We've linked articles from our Teacher Help Center throughout this template to help you through the process of creating a class. If you've never created a class on Skillshare before, [Get Started With Teaching](#) is a great place to start!

Class Details Outline

Help students discover your class on our platform and better understand what they'll learn, what they'll need, and what to expect.

Class Title

Keep your title between 30 and 70 characters. ● Include relevant keywords. ● Use proper capitalization. Review [Give Your Class a Title](#) for tips and examples on how to draft a strong and focused title.

Paint a Watercolor Wildflower Landscape

Class Description

Provide an overview of your class. ● Define the class's value proposition. ● Format for readability. Review [Write Your Class Description](#) for a suggestion of what to include here and see a few examples.

In this class, I will show you how to paint a beautiful wildflower landscape using a limited watercolor palette.

Spring has sprung and Texas is covered in fields of wildflowers. The bluebonnet is the state flower of Texas and seeing them just makes me giddy! We will paint those bluebonnet fields using some basic watercolor supplies and techniques.

This class is perfect for those just jumping into watercolor painting or more experienced painters.

By the end of the class, you will have created a beautiful landscape painting. Don't forget to upload your completed paintings under the **Projects and Resources** tab. I can't wait to see what you have done!

Remember to have fun! I'll see you in class.

Christl

Project Description

Practice or demonstrate a learned skill. • Detail the steps. • Add supporting resources.

Review [Craft Your Class Project](#) to learn more about how to craft a relevant and engaging project.

Techniques we will be using:

- Creating a flat wash
- Wet on dry

Materials needed:

- **Watercolor paper.** There are many kinds of watercolor paper on the market and it doesn't matter what you use as long as it has a minimum weight of 140 lb /300 g. A good budget brand cold pressed paper is [Artisto](#). I cut a 9x12 sheet into quarters for this project. You can go bigger if you want to!
- **Watercolor paints.** Any watercolor paint will work. Pan paints, tube paints, liquid paints. Use whatever you have and what you are comfortable with! I used [Master's Touch](#) pan paints. Even though this is a student grade set, I love how vibrant the colors are.
- [Bleed proof white](#) or [white gouache](#) for details.
- **Masking tape to tape down your paper**
- **A board to tape your paper onto to prevent buckling.** I use a cheap cork backed placemat. You can use a clipboard or anything sturdy that won't buckle when you add water to your paper.
- **Watercolor brushes.** Size 2 and size 6 round brushes. A ¾" wash brush or shader, if you have it. My favorite brushes are Princeton Velvetouch [round 2](#) and [round 6](#). I also use a ¾" Princeton Snap [angled shader](#).
- **Paint palette.** A ceramic palette is ideal but you can also use a plastic or even a styrofoam plate. A plain, white porcelain dinner plate is a very cost effective solution!
- **Jars of clean water.** I like to use at least two jars, one for rinsing brushes and one for picking up clean water on my brush. Glass mason jars are perfect.
- **Paper towels or an old rag** for wiping and blotting your brushes.
- **#2 pencil** for creating a rough sketch.

- **Optional:** A heating tool or hair dryer. I use the [Ranger Heat It Craft Tool](#).

Steps:

- **Create a rough drawing.**
- **Paint the background.**
- **Paint background flowers.**
- **Paint foreground flowers**
- **Add final details.**

Final Project:

I would love for you to upload your final painting here and leave a review!

Tip: Once you get closer to publishing your class we encourage you to revisit your Class Title, Class Description, and Project Description and ensure they are optimized for discoverability and SEO. Refer to [Class Merchandising and SEO](#) and [Category, Class Skills, Level, and Language Settings](#) for tips and guidelines.

Also, we **highly recommend** giving all of your written copy a thorough proofread before publishing. Running your written text through a spellchecker can also help — [Grammarly's](#) free online tool is pretty robust.

Video Lessons Outline

Skillshare classes, on average, include 20–60 minutes of pre-recorded video content broken down into a series of short, 2- to 8-minute videos.

Tip: In addition to the linked Help Center articles throughout this section, you may find the following articles helpful:

- [Teach With Confidence](#) for tips on how to get comfortable on camera and ways to show your authentic self in your lessons.
- [Prepare to Film](#) for suggestions on what visuals or other assets you might need to prepare for film day.

Intro Video

No more than 2 minutes in length, your intro should share a bit about you and your background. You should also provide a brief overview of what you'll be teaching, and outline what students will learn and why your class is important.

Helpful Resources:

- [Planning Your Intro Video](#)

Title: Introduction

Format: Video

Visuals: Talking head shot

Length: 1 min

Talking Points and Key Concepts:

Me
Class concept

Project Video

Take some time to explain the project and what students will submit.

Helpful Resources:

- [Planning Your Project Video](#)

Title: Class Project Overview

Format: Video

Visuals: Talking head

Length: 5 min

Talking Points and Key Concepts:

Describe final project

Lesson

Each video lesson should focus on one core concept or technique.

Helpful Resources:

- Planning Your Class Lessons
- Lesson Delivery Tips

Title: Materials List

Format: Video

Visuals: Materials list

Length: 7 min

Talking Points and Key Concepts:

Materials needed
Describe techniques

Lesson

Each video lesson should focus on one core concept or technique.

Helpful Resources:

- Planning Your Class Lessons
- Lesson Delivery Tips

Title: Prepare Your Paper and Create a Drawing

Format: video

Visuals: overhead

Length: 4 min

Talking Points and Key Concepts:

Demonstrate prep of paper
Demonstrate drawing

Lesson	
Each video lesson should focus on one core concept or technique. Helpful Resources: ● Planning Your Class Lessons ● Lesson Delivery Tips	Title: Paint the Background
	Format: video
	Visuals: overhead
	Length: 5 min
	Talking Points and Key Concepts: Demonstrate painting of background

Tip: Need to add more fields to plan your lessons? Just highlight the entire **Lesson** block above, copy it, and paste it as many times as you need below this tip box.

Lesson	
Each video lesson should focus on one core concept or technique. Helpful Resources: ● Planning Your Class Lessons ● Lesson Delivery Tips	Title: Paint Background Flowers
	Format: video
	Visuals: overhead
	Length: 5 min
	Talking Points and Key Concepts: Demo painting flowers

Lesson	
Each video lesson should focus on one core concept or technique. Helpful Resources: ● Planning Your Class Lessons ● Lesson Delivery Tips	Title: Paint Foreground Flowers
	Format: video
	Visuals: overhead
	Length: 7 min
	Talking Points and Key Concepts: Demonstrate painting foreground flowers

Lesson	
Each video lesson should focus on one core concept or technique. Helpful Resources: ● Planning Your Class Lessons ● Lesson Delivery Tips	Title: Add Details
	Format: video
	Visuals: overhead
	Length: 5 min
	Talking Points and Key Concepts: Add final details to painting

Conclusion Video	
The last video in your class! Summarize key takeaways and encourage your students to post their projects to the Project Gallery. Don't forget any final reminders, such as asking	Title: Final Thoughts
	Format: video
	Visuals: Talking head
	Length: 5 min
	Talking Points and Key Concepts:

students to leave you a review or follow you on Skillshare.

Helpful Resources:

- [Planning Your Conclusion Video](#)

Key points from lesson
Post final projects
Leave a review

Tip: If you've never produced video content before, filming and editing your own class for the first time might feel intimidating. But many successful Skillshare teachers create stunning content, at home, all on their own. Review our articles in [Film & Edit Your Class Videos](#) to help you prepare your space for filming, get confident on camera, film your content, and edit your footage into polished lessons.

Publishing Checklist

While **Get Started With Teaching** is an overview of the class creation process, we've assembled this checklist to ensure your class meets our **Class Quality Guidelines** (required criteria) in addition to our other recommendations for a high-quality class.

Video Lessons

☐ Your class must include at least 10 minutes of video content.	Required
☐ Your video lessons are 2–8 minutes in length.	Recommended
☒ The first lesson in your class is an introduction video that should: - Clearly explain what the class is about. - Let students know what they're about to learn and what they can expect. - Provide more information on your background and experience with the class topic.	Required
☐ Each of your video lessons has a clear title that reflects the content of the lesson.	Required
☐ Each class or video section is uploaded once.	Required
☐ Each lesson focuses on a single concept.	Recommended
☐ You've used proper capitalization on your lesson titles and removed numbers and symbols.	Recommended
☐ The audio in your class is clear and easy to understand. It is free of distracting background noises, such as hums, fuzziness, crackling, or echoes.	Required
☐ Your audio syncs with your video footage and comes out of both channels.	Required
☐ Your video is high resolution (1080p) and shot with a steady camera, clear lighting, and framing.	Required
☐ Screencasts, images, and text are sharp, not blurry or pixelated.	Required
☐ Video lessons include a variety of visuals and/or visual formats.	Required
☐ Talking head shots are decently lit with professional backdrops.	Required
☐ Slides and supporting graphics are well-structured and visually appealing.	Required
☐ Rambling and excessive pauses have been edited out.	Required
☐ Your video lessons include narration throughout as you share your expertise through tips, best practices, concepts, and/or examples that are your own.	Required

☐ You've incorporated examples and stories to keep students engaged.	Recommended
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☐ Your class cover image is a high-resolution (1280x720) and visually compelling image that clearly depicts what your class is about.	Required
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Class Details

☐ Your class's title is under 70 characters. It is clear, descriptive, and includes at least one relevant keyword.	Recommended
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☐ You've used proper capitalization on your class title and removed numbers and symbols.	Recommended
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☐ Your class description provides an overview of the class, what students will learn, and why someone should take your class. It also outlines who the class is for, and what materials or resources students will need.	Required
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☐ Your class description should be at least 500 words in length for SEO purposes and formatted for readability.	Recommended
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☐ Your project description includes clear instructions that specify what students should do or make during or after taking your class.	Required
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☐ Your project should define a clear and shareable outcome that can be uploaded to the Project Gallery.	Required
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☐ You've included resources, images, or additional files with the class project to make it as easy as possible for students to get started.	Recommended
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☐ You've uploaded a sample project to the Project Gallery.	Recommended
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☐ The category, skills, language, and level accurately reflect the class topic and expertise needed to complete the class.	Required
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Other Elements

☐ In addition to our Class Quality Guidelines , your class follows all of our other guidelines for teaching on Skillshare, including Restricted Class Topics , Additional Rules on Teaching , Adobe Trademark Guidelines , and Community Guidelines .	Required
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☐ Your teacher profile includes a photo, a title, a short biography, and links to your website and/or relevant social media sites.	Recommended
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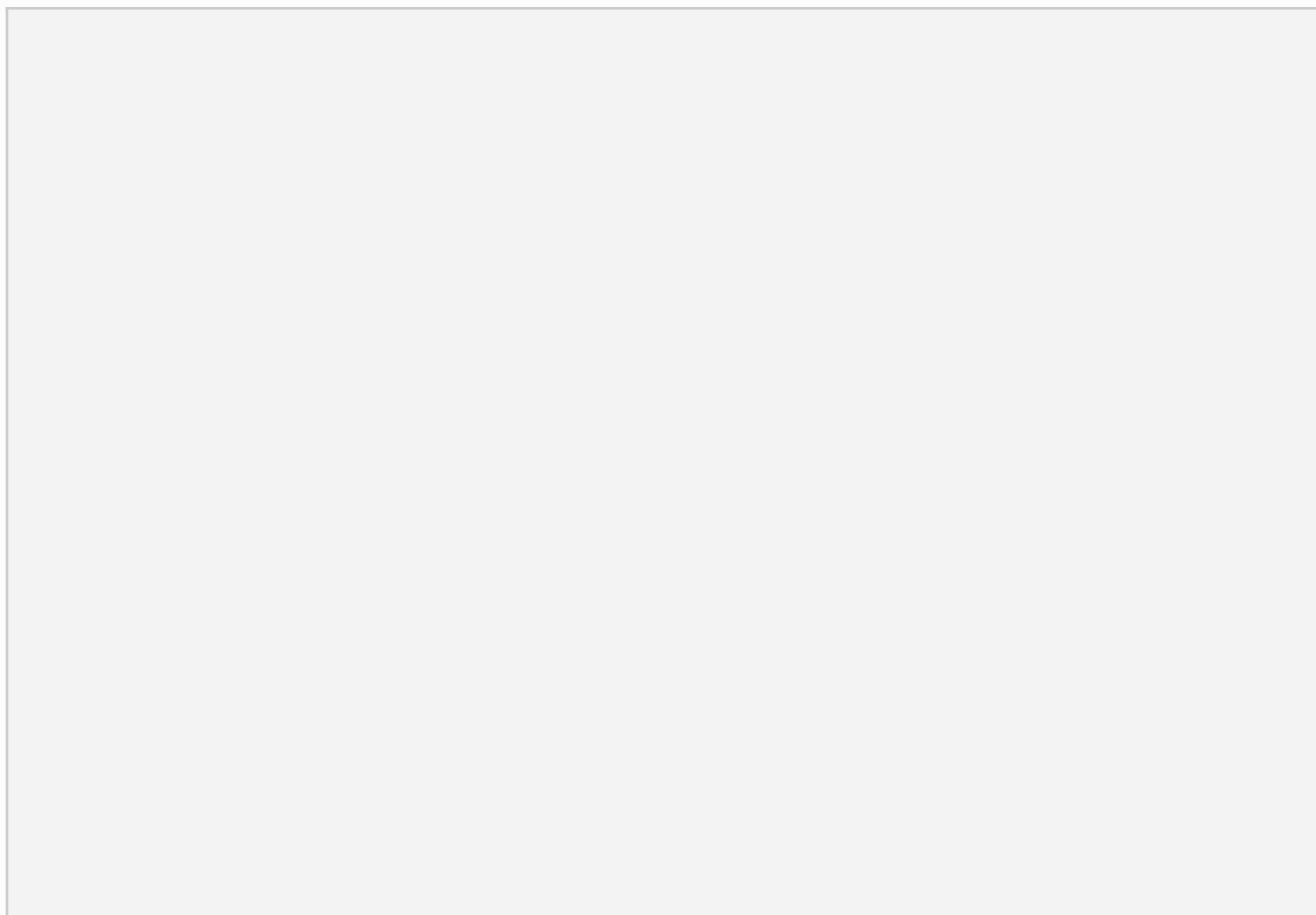
Shot List

Use this template to help organize your shots for filming.

Tip: Use these abbreviations to mark your shot list: TH (Talking Head, or Wide/Main shot), OH (Overhead), B-roll, etc. Use an asterisk (*) to mark shots that can be cut if necessary.

Scratchpad

Use this space as you wish: sketch out ideas, to-dos, or other notes.

A large, empty rectangular box with a thin gray border, intended for sketching or taking notes. It occupies the majority of the page below the instructions.