

Lesson Planning Process Guide

Dear Teachers,

Just as you thought you were getting into the swing of teaching and riding on top of the world, BAM! A pandemic happened, and all of a sudden you had to learn to teach in a totally different way. This Lesson Planning Process Guide is a tool to help you think about planning for teaching in this new reality. You do not need to submit this, but it will probably be helpful in creating your [lesson plans](#), which are still due to Google Drive at 5:00pm on Mondays

Vision

All of this process is designed to provide students with a “High challenge, high support” learning environment. Each step embeds components of Culturally Relevant Teaching and Universal Design for Learning to help students develop into independent learners.

Lesson Components

Your lessons should include these components -- the exact “recipe” has a lot of opportunity for flexibility and creativity! Make it fun and engaging by offering different choices for the type of response, the questions students answer, or even the content itself.

- ☐ Clear objective and essential question to frame the lesson
- ☐ Content/direct instruction
- ☐ Practice of critical skills
- ☐ Student engagement with the content and each other
- ☐ Formative assessment
- ☐ Clear directions and expectations (appropriate rubrics and time guidelines if appropriate)

Step 1:

What skills are you focusing on?

- ☐ Critical reading
- ☐ Analytical writing
- ☐ Speaking
- ☐ Discussion and arguing from the evidence
- ☐ Problem-solving and reasoning
- ☐ Developing and using models
- ☐ Precision and accuracy (calculations)
- ☐ Asking questions and defining the problem
- ☐ Analyzing and interpreting data
- ☐ Communicating information
- ☐ Planning and carrying out investigations

Step 2:

What content are you focusing on?

Remember that for the remote environment, you can expect to “cover” about 50% of “content” (facts, material) that you would normally be able to in class. That’s totally fine! The beauty of middle school is that it’s all about the skills, and grappling with the big questions.

1. What is the big question you want students to explore?
2. What content is most essential to helping them answer this question? Why?
3. What is your objective, based on this content and essential question?

Step 3:

How will students learn the content itself? How can you chunk it?

- ☐ Check EdPuzzle, PearDeck, Khan Academy, even YouTube, for already created content.
No need to reinvent the wheel!
- ☐ Do you want to...
 - ☐ Create a short Screencastify lecture?
 - ☐ Create an EdPuzzle with embedded questions?
 - ☐ Use a PearDeck to present in real time?
 - ☐ Have students watch a video from another platform?
 - ☐ Have students read and annotate an article?
 - ☐ Do an online simulation or task?
 - ☐ Have students listen to a podcast?

Step 4:

How will students engage with the content and essential question? How will they practice critical skills?

Learner to Learner -- a great place to provide choice and agency!	☐ Pairs working in a Google doc on questions, peer review checklists, etc. ☐ Posting in Jamboard and reading other posts ☐ Making a FlipGrid video and watching others' videos ☐ Breakout rooms in Google Meet for discussion, peer review, or reciprocal teaching ☐ Fishbowl discussions ☐ Debates ☐ Kahoot
Learner to Content -- another great way to provide choice -- offer multiple articles, response options, etc.	☐ Written responses, video or audio response ☐ Reading and annotating articles ☐ Participating in online simulations ☐ Quizlet/GoogleForm Quiz ☐ Khan Academy
Learner to Instructor	☐ Feedback (written and/or oral) ☐ 1:1 support in video chat or chat/periodic conferences

	☐ Rubrics and clear expectations and directions ☐ Office hours
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Step 5:

How will you and students assess their learning? How can it be formative throughout the lesson and summative at the end?

- ☐ Formative
 - ☐ EdPuzzle
 - ☐ Google Form Quiz after a video or reading
 - ☐ Classroom Poll or Question
 - ☐ Annotations on an article
 - ☐ Jamboard or FlipGrid response, comments on assignments
 - ☐ Discussions
- ☐ Summative
 - ☐ Longer written responses (great place to offer choice)
 - ☐ Creative response -- drawing, song, etc.