

## Lesson Plan

Course: \_\_\_\_\_

Date: \_\_\_\_\_ Total Time: \_\_\_\_\_ Instructor: \_\_\_\_\_

### Lesson Directions:

- Needed equipment and/or demonstration material (models, props, calculators, etc.)

- Needed training materials (*easels, charts, projector, computer, media, etc.*)

- Needed handout(s) (*file name, description, location*)

- Instructor reading/support (*regulations, policies, manuals, handbooks, examples, etc.*)

(Note: It is best to limit your typing to 1 or 2 paragraphs per cell.)

*Learning involves talking and doing  
Teaching involves asking and listening*

## Lesson Plan

<b>Est. Time</b>	<b>Visuals and Notes</b> <i>(description of visuals used, props used, etc.)</i>	<b>Introduction</b> <i><u>Introduction (Attention Step, Motivation/WIFM, Objective, Route, Instructor Credibility, Transition)</u></i>
3-5 Min.  (Entire Intro)	Attention Step	
	Hook (WIFM)	
	Objective	
	Route	
	Instructor Credibility	
	Transition	

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<b>Est. Time</b>	<b>Visuals and Notes</b> <i>(Description of visuals used, props used, etc.)</i>	<b>Body</b> <i>Presentation content, Delivery strategies, Exercises/practice, Assessments</i>
5 Min.	<p><b>Topic 1: Task Knowledge</b></p> <p>Ask the students the following questions:</p>	<p>What is the definition of...?</p> <p>Anticipated Responses:</p>
		<p>Why is _____ important?</p> <p>Anticipated Responses:</p>
		<p>Who is responsible for _____?</p> <p>Anticipated Responses:</p>
		<p>When is _____ ?</p> <p>Anticipated Responses:</p>
		<p>Where is _____ ?</p> <p>Anticipated Responses:</p>
		<p>What is needed to _____?</p> <p>Anticipated Responses:</p>
		<p><b>Transition:</b> Now that we have covered some general knowledge on _____, let's now take a look at how to _____.</p>
5 Min.	<p><b>Topic 2: Demonstration of _____.</b></p>	<p><b>Instructions:</b> Show the students on the overhead/screen how to _____. Involve the students during the demo as much as possible. This demo will prepare them for the upcoming exercise.</p>

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<b>Est. Time</b>	<b>Visuals and Notes</b> <i>(Description of visuals used, props used, etc.)</i>	<b>Body</b> <i>Presentation content, Delivery strategies, Exercises/practice, Assessments</i>
8 Min.	<b>Exercise:</b>	I will now pass out handout(s) for you to use during the exercise. This is an individual exercise. You will have _____ minutes to _____. After you have finished, we will go over your answers/results together.

<b>Est. Time</b>	<b>Visuals and Notes</b> <i>(description of visuals used, props used, etc.)</i>	<b>Conclusion</b> <i>(Review, Assess, Transfer)</i>
3-5 Min.  (Entire Conclusion)	Terminal Objective  (Re-Stated)	Great job on the exercise! Let's now review our lesson objective. _____ will you please read out objective for us?
	Summary (Each Topic)	In order to reach our objective, we covered the following topics...
	Transfer (What can the student now do?)	You can now _____.
	Close (Tie to Attention Step)	

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