HOW TO PLAN CLASSES AND PRESENTATIONS

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INTRODUCTIONS

Introduce yourself in the chat and tell us a little about what you’re hoping to learn today.
FOLLOW ALONG

ABOUT ME

- Makerspace librarian
- Non-traditional instruction
- Empathy, equity, and social justice driven
SOME THINGS YOU CAN’T PLAN FOR
WHAT IS YOUR LEVEL OF TEACHING OR PRESENTING EXPERIENCE?
TODAY’S GOAL
Everyone leaves feeling confident and prepared to plan their next class, workshop, or presentation
TODAY’S PLAN

1. Introductions
2. How to Plan, Generally Speaking
3. Tips for Lesson Plan Success
4. Learn by Doing!
5. Reflection Time
GOOD TEACHING TAKES PRACTICE
PRACTICE BY

- Teaching! *Do it!*
- Watching others
- Reading existing lesson plans
- Make your own lesson plans

*Always Be Learning*
HOW TO
LESSON PLAN
AKA the alternate title of this class
A LESSON PLAN IS A LIVING THING
BASIC LESSON PLAN RECIPE
Learn → Write → Edit → Teach
↺ Repeat ∞
SUCCESSFULLY CHOOSING A TOPIC

- Relevant
- Repeatable
- Resonates
START WITH GOALS

- Ask “What’s the point?” and/or “What will someone get out of this?”
- Specific and Measurable
- Shoot for 3 (5 max)
- Tell the goals to your audience
A set of principles for curriculum development that give all individuals equal opportunities to learn.
BUT I DON’T *REALLY* NEED A FORMAL LESSON PLAN...

yes, you do
I MADE A PLAN
AND NO ONE CAME
TIPS FOR SUCCESS

1. Make an Outline
2. Be Strategic on Time
3. ALL THE ACTIVITIES
4. Practice
5. Review, Edit, Iterate
The best way to learn is to do; the worst way to teach is to talk.

Paul Halmos
WHAT DOES SOMEONE BRAND NEW TO THE LIBRARY NEED TO KNOW?
STEP ONE: GOALS
STEP TWO: CONTENT CHOICES
STEP THREE: DESIGN ACTIVITIES
STEP FOUR: SUMMARIZE WITH VISUALS
STEP FIVE: EXTERNAL REVIEW
STEP SIX: ITERATE
STEP SEVEN: TRY IT OUT
LET’S REFLECT
LINKS

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