

How to Prepare a Lesson for ELTA

Every lesson plan will start with these questions:

- What is the grade and learning level of the students I will be teaching?
- What is the type of learning and goals I am aiming for? As an exercise, fill in this blank: “By the end of today’s class, I’m hoping my students will have learned or be able to ____.”
- What are the resources, materials, and teaching environments that are available to you? As part of your planning process ask yourself the following questions.
 - “What can I do with what I have (textbooks, readers, online content materials, readily available school supplies)?
 - What can I do (PowerPoint, blackboard games, craft activities, group tasks, or recreational games) in the space I am teaching in?

Once you have answered these questions you can move on to developing your lesson plan.

Step 1: Write out the objective of your lesson. By the end of today’s class, the students will have learned____ or be able to _____.

*This is important because it provides clarity for the type of content and materials you will need to create and or resource for your lesson. You also create ideas for the type of activities and or tasks the students can participate in that will reinforce the learning objective.

Step 2: Introduce the new material. You want to capture the student’s interest without giving the entire lesson away.

- Providing a picture that highlights the new material can spark the student’s curiosity when questions such as these are added along with it: “What is this? What does it do? How does it make you feel? What is happening?”.
- A review of previous lesson material is always a relevant means of setting up new material.
- A quick game that allows the students to be engaged with the new material indirectly before you teach the material directly.
- A short video that sets up the new material followed by similar questions as used for the picture.

Step 3: Write out the instructional steps. Every lesson needs to be sequenced from the simplest learning concept to the most difficult.

- What needs to be taught first?
 - What illustrates, defines, and reinforces understanding of the concept?
- What needs to be taught next (and so on)?
 - What illustrates, defines, and reinforces understanding of the concept?



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- Then what activity brings the concept together?
 - Game, drill, or group activity.
- Finally, what task allows the students to be cognitively engaged with the new material? This portion of the lesson is your chance to assess the student's comprehension. **If the students are unable to complete it or do not know how to do it, then it may require you to briefly reteach the key concepts of the lesson.*
 - Handout, group task, or workbook.

Step 4: Wrap-up. A wrap-up summarizes and restates the learning concepts taught during the lesson.

- Ask the students to read aloud the handout, group task, or workbook assignment.
- Quickly go over key PowerPoint slides used during the lesson.
- Drill key vocabulary words to check pronunciation and comprehension.
- Create an Exit Ticket.

After you create your lesson, it is a good idea to assess the lesson with the following questions.

The Hook: Will the introduction capture the students' interest?

Exploration: Is the path for the students to explore the new concepts clear and level-appropriate?

Connection: Does the lesson build on prior knowledge (including homework)?

Practice: Are the students able to put the new concepts into practice in a way that aids in their cognitive development?

Assessment: Will the activities, tasks, and questions help me to assess the student's comprehension throughout the lesson?

Summary: Does the wrap-up summarize the learning objective with all of the key learning content principles from the new material?

The Lesson Preview: Does the lesson guide the students into the next lesson and into a progression of learning?



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LESSON TEMPLATE			
Teacher:	Subject:	Grade:	Date:
Learning Outcome		Materials	
Steps or Procedure		Time	Teaching Materials
Warm-up (Review)			
Introduction (Lesson hook for New Material)			
Presentation (Instructional Steps)			
Assessment			
Wrap up			
Reflection			

