

Lesson Plan

LESSON INFORMATION

Instructor : _____ Date : _____

PO : _____ Course : _____

EO : _____ Class : _____

Type of Lesson: _____

Duration : _____ Environment : _____

References :

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Training Aids – Requirements	Learning Aids – Requirements

Main Teaching Points :	(Method/Approach)

PO Check Date : _____

Main Teaching Point
 Secondary Point
 Minor Point

NOTES :

Pre-Class Check -SALAD-	Presentation Layout	Presentation Devices
<input type="checkbox"/> Seating <input type="checkbox"/> Air <input type="checkbox"/> Lighting <input type="checkbox"/> Arrangement <input type="checkbox"/> Distraction	<input type="checkbox"/> Classroom <input type="checkbox"/> Theater <input type="checkbox"/> Parade Square <input type="checkbox"/> Cluster <input type="checkbox"/> Ground/Field <input type="checkbox"/> Other :	<input type="checkbox"/> Black/Whiteboard <input type="checkbox"/> OHP <input type="checkbox"/> Projector <input type="checkbox"/> TV <input type="checkbox"/> Computer/Tablet <input type="checkbox"/> Music Player/Device <input type="checkbox"/> Other:

CLASS DEVELOPMENT WORKSHEET

KNOWLEDGE LESSON

- Select an Instructional Method
- Research the Lesson Information thoroughly
- Summarize the Information
- Prepare a written lesson plan
- Prepare Questions to Encourage Class Participation
- Prepare questions for Confirmation
- Prepare Training Aids
- Rehearse the lesson to ensure that it is accurate and clear

SKILL LESSON

- Plan carefully
- Breakdown the skill to be taught into sequential steps
- Rehearse the sequence to ensure that it is accurate and clear
- Prepare a written lesson plan
- Prepare and/or obtain all material needed to demonstrate and practice the skill in advance
- Organize the class so the demonstration can be seen

PRINCIPLES OF INSTRUCTION (ICEPAC)

- *Interest* The instructor must arouse, create and maintain the interest of the trainee.
- *Comprehension* Comprehension or understanding relates to the trainee's ability to understand the material taught.
- *Emphasis* During a period of instruction, there will be some information that may be of particular importance. The instructor can emphasize this important information through the use of voice control, training aids and in-class activities.
- *Participation* Trainees are more likely to retain information if they are both mentally and physically involved in learning. The instructor should conduct activities that contain action, activity and excitement.
- *Accomplishment* The lesson must impart a sense of accomplishment to each trainee. The trainee should leave the class with the satisfaction that they were able to accomplish something in the lesson.
- *Confirmation* Confirmation is an essential part of learning and instructing. It gives both the instructor and the trainee the opportunity to see how well the information is understood.

PRINCIPLES OF DELIVERY

<i>Voice Control</i>	<i>Verbal Support (CREST)</i>	<i>Questions</i>
<ul style="list-style-type: none"> • Pitch • Tone • Volume • Speed • Pause • Articulation 	<ul style="list-style-type: none"> • Comparisons • Reasons • Examples • Statistics • Testimony 	<ul style="list-style-type: none"> • Lead off • Follow Up • Overhead • Direct • Reverse or Replay

PLAN A LESSON

- QSP Qualification Standard and Plan
- IG Instructors Guide
- PO Performance Objective (Course)
- EO Enabling Objective (Class)
- TP Teaching Point
- PC Performance Check (Course Test)
- EC Enabling Check (Class Test)

UNDERSTANDING LESSON CODING (eg M107.02)

<i>Type</i>	<i>Training Level</i>	<i>Performance Objective</i>	<i>Enabling Objective</i>
M – Mandatory	1 – Phase 1 / Green Star / Level 1	Specific Course	Specific class
C – Complementary	2 – Phase 2 / Red Star / Level 2	• Refer to IG/QSP	• Refer to IG/QSP
S – Summer	3 – Phase 3 / Silver Star / Level 3	(eg. Marksmanship)	(eg. Parts of Air Rifle)
X – Optional	4 – Phase 4 / Gold Star / Level 4		
	5 – Phase 5 / Master Cadets / Level 5		
	X – All training levels		

INTRODUCTION

Time :

(10%)

Instructors Narrative

Instructors Notes

Introduction Statement :

Review of Last Period :

What (Will be learned / Main Teaching Points) :

Where (Lesson fits into skills/progress) :

Why (Importance) :

Control Statement (testing statement / class conduct outline):

Main Teaching Point

Secondary Point

Minor Point

BODY

Time (75%)

(Each MTP will consist of introduction, body, confirmation and conclusion)

Time :

 Main Teaching Point *Secondary Point* *Minor Point*

BODY

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Time :

 Main Teaching Point *Secondary Point* *Minor Point*



CONCLUSION

Time :

(15%)

Confirmation/Testing :

-Confirm Knowledge
(Questions / Test / Activity)

Conclusion :

-Summary of Lesson
-Remotivate

Post Class Check

Your Next Lesson Is :

Total Time :

(100%)

-CORE-

Cleanliness

PO : _____ Course : _____

Organization

EO : _____ Class : _____

Reaction

Date :

Equipment

Return all material to the training office upon completion of lesson

Revised : 09-2017

Main Teaching Point

Secondary Point

Minor Point