



Overview

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What is a lesson plan?

- A description of the activities and resources you'll use to guide a group toward a specific learning objective.
- A way to organize the subject matter that you'll teach, tell how long each section should take, list the methods of instruction for each topic covered, and show the measures you'll use to evaluate your students.
- A lesson plan can be as simple as a brief outline or more complex with scripts, prompts and lists of questions that you plan to ask.

Why create a lesson plan?

- To ensure that you've thought about everything that you need to say.
- To present information in a logical order.
- To prepare for points that people might find difficult to understand
- To use as a guide to evaluate the lesson later.
- To provide a valuable resource for a substitute instructor.

Step 1—Objectives

- The first step is to specify what you want your campers to learn and determine how you will measure this.
- Think about these questions:
 - What are the most important concepts or skills campers need to understand by the end of the class?
 - Why are these concepts and skills important?
 - How will you know they have understood these correctly?

Step 2—Outline

- Brainstorm all the potential things you want to cover for your class?
- Once you have a general idea of what you need to cover, draft a lesson outline. List all of the points that you need to cover, then prioritize them.
 - Think about the timing of your session. Some concepts or skills will take more time to master than others, so identify these up front and allow campers extra time to absorb the material or practice new skills.
 - Record the time needed for each concept or selection on your lesson plan. Make sure you allow plenty of time to focus on the core concepts. If you don't have enough time, you'll need to run additional sessions or narrow your learning objectives and reduce the number of topics you cover.



Step 3—Materials

- Now think about how you will teach this material to your campers. It's best to use several different presentation approaches to keep campers encouraged and to appeal to people with different learning styles. (This is very important due to the large variety of learning styles.)
 - What things will you need to complete the presentation?
 - What things will you need for campers to participate in the activity?
 - Who is in charge of finding these materials?

Step 4—Do it!

- If possible, practice teaching your class beforehand. Trial runs will allow you to gauge time and resources. It will also allow you to make mistakes and fix them. Presenting to groups may help bring up questions you haven't thought of.
- Be flexible! Allow interruptions to happen. Plan for weather, injuries, lost materials, etc.
- Keep your lesson plan close.

Tips

- Make the lesson plan as detailed as possible. (If you are not able to lead, could someone else lead the group in your absence based on the material you've prepared?)
- If you are working with others, make sure each group member knows what they are responsible for.
- Think about including an evaluation of some sort.
- Over plan! Be sure to include back-up activities if something goes wrong.

End Result

- Creating lesson plans take time, but they ensure the information you need to teach follows a logical sequence. This helps your campers engage with it and, ultimately, understand and retain it.

