

Guide for Lesson planning

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Hello everyone,

In this document I will be giving a guide on how to write a lesson plan. Lesson planning is an important part of teaching portfolio. Student teachers may be required to prepare lesson plans as assignments during their studies to prepare them beforehand. During studies student teachers play mock lessons with their classmates as students.

Lesson Planning

Lesson planning is important and many STs have difficult time in writing them because they don't know its parts. Main parts of a lesson plan are described below. A simple lesson plan contains following parts:

1. Grade: Grade level you are teaching.
2. Time for lesson: Mention how much time it will take to complete lesson you are planning.
3. Subject: Subject name such as Mathematics, Science, etc.
4. Topic: topic of your lesson like nouns, types of noun, living things etc.
5. Age: Mention average age of students in class/minimum & maximum age.
6. Objectives: Objectives that you want to achieve and you want your students to achieve through a lesson and are sure that you will be able to achieve.
7. Material: Material that you will need to proceed the lesson.
8. Methodology: Mention method names that you will be using during whole lesson, it can be one and more than that.
9. Procedure / Planning: Plan your lesson it doesn't have to be in one go. you can divide your teaching part and assess after each part. The procedure part will include warming up, how you will teach and if you are using any activity or

- game, give its instructions in this part with sample.
10. Assessment: The assessment should be at the end of procedure part if you are taking assessment at the end of lesson. But if you are dividing your lesson in parts you can put assessment heading after each part.
 11. Signature: Each lesson plan should be signed by class teacher and the sign should be at the bottom of right corner.
 12. Attachments: After each lesson attach sample of student' best and worst work. You can either add both or any one.
 13. Reflection: It is optional. You can either write daily reflection at the end of each lesson or write all reflections at one place.

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If you have any further queries feel free to ask.

Following are links to more resources:

Link of on TES: <https://www.tes.com/resources/search/?q=durdanasaleemeva>

Blog: <http://evaeducation.weebly.com/evaeducationteachingblog>