

Lesson Plan

Lesson Plan for	Time-Management, Organizational and Study Skills	(lesson title)
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School Counselor:	Kathleen Schneider			
Target Audience:	9th-12th grade students			
Mindsets & Behaviors: (limit of three)	B-LS 2. Creative approach to learning, tasks and problem solving B-LS 3. Time-management, organizational and study skills B-LS 4. Self-motivation and self- direction for learning			
Lesson	1	Of	1	

Learning Objective(s)/Competency	
Students will:	Use organizational strategies to accomplish tasks
Students will:	Develop cooperative and self-directed skills to optimize learning
Materials:	
Flip chart, pens, pencils, markers, timer, printer paper, construction paper, glue, scissors, tape	
Evidence Base:	
X Best Practice X Action Research X Research-Informed X Evidence-Based	
Procedure: Describe how you will:	
Introduce:	Essential skills in the adult world are keeping your home and work duties organized, completed efficiently, and prioritized to maximize leisure time. This requires focus and conscious planning. We get to practice these skills with our bedroom and our school-work.
Communicate Lesson Objective:	Plan and prioritize activities, handle pressure effectively, and use planning to promote efficiency.

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Teach Content:	<p>On a flip chart are the following tasks and points earned for each task</p> <ol style="list-style-type: none"> 1) Do a lap around the room 5 points 2) Create something for the instructor to wear 10 point bonus of 5 points if they wear it 3) Write down something unique about each person on your team 5 points 4) Sing a song together 15 points 5) Make a paper airplane and throw it to the other end of the room 10 points 6) Get everyone in the room to sign a single piece of paper 5 points 7) Write down the number of pets owned by your group 20 points 8) Assign a nickname to each member of the team 5 points, bonus 10 points if someone memorizes the list that was written 9) Make a tower of the materials owned by your group 10 points 10) Convince a member of another team to join you 20 points 11) Name your team 5 points and come up with a slogan 10 points 12) Make a list of what your team wants out of this lesson 15 points 13) Form a conga line 5 points bonus 10 points if anyone joins you
Practice Content:	Four equal size teams of 5-8 students, you have 10 minutes to accumulate as many points as possible.
Summarize:	Compare the planning stages of each group. How did teams decide which tasks to do? How did you prioritize your tasks (time vs points) Were any decisions based on cooperation of others? What skills did you learn? (creativity, cooperation, independence, assertiveness). Were

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	ethics involved? Were you comfortable stealing other team members? How many people said no before you got a yes? What skills did you discover for yourself?
Close:	How will you apply these skills to organizing your personal space and homework and study? Bonus: If you write an organization plan for home and school work and show it to me you will be entered to win school swag. Bonus: If attendance and grades improve you will be entered to win additional swag.
Data Collection Plan – <i>For multiple lessons in a unit, this section only need be completed once</i>	
	Attendance Data: First period absences & tardies, period absences Grades: D's & F's Office Discipline Referrals

Planned length of lesson(s):	30 minutes
Mindsets & Behaviors Data:	
<ul style="list-style-type: none"> ▪ Pre-test administered before first lesson ▪ Post-test administered after lesson (if standalone) or after last lesson of unit/group session ▪ Pre-/post-assessment attached 	

Outcome Data:

X Achievement (describe): Improved grades, any increase in GPA

X Attendance (describe): 10% reduction in tardies period absences

X Discipline (describe): 10% reduction in Office Discipline Referrals