

COMPONENTS FOR INSTRUCTIONAL PLANNING

Course Syllabus *(Refer to the Course of Study)*

- **Course Title** - The title of the course as stated in the course of study.
- **Course Description** - The description of the course as stated in the course of study.
- **Prerequisite(s)**
- **Program**
- **Course Goal(s)**
- **Essential Question(s)** - Written question(s) that narrows the focus of learning. Are written in a way that challenges higher-order thinking and promotes in-depth investigation. Not questions that can be answered with “yes” or “no.” They are not limited in number.
- **Course Outline**
- **Culminating Product(s)** - The final assessment piece for the course. It is both a demonstration of a student’s learning and an extension of that learning.
- **Assessment Procedures** - The strategies used to evaluate the students’ mastery of content, learning objective(s), and content standard(s) throughout the course.
- **Grading Scale**
- **CTSO** - The CTSE chapter that relates to the content taught in the course.
- **Available Industry Credentials/Career Readiness Indicators (CRIs)** - The certificate or credential earned by the student.

Plans of Instruction *(Refer to Course of Study)*

- **Course Title** - The title of the course as stated in the course of study.
- **Unit** - The unit number and title that describes the content being taught in the unit.
- **Content Standard(s)** - A statement that identifies what the student will know and be able to do at the completion of the course.
- **Learning Objective(s)** - The expected behavior of the learner as he/she engages in learning the content knowledge and skills included in the unit. Leads to mastery of the content standard(s).
- **Essential Question(s)** - Written question(s) that narrows the focus of learning. Are written in a way that challenges higher-order thinking and promotes in-depth investigation. Not questions that can be answered with “yes” or “no.” They are not limited in number.
- **Content Knowledge** - An outline of the major topics/concepts to be taught in the unit.
- **Suggested Instructional Activities** - The listing of teaching strategies used to teach the content included in the unit.
- **Suggested Materials, Equipment, and Technology Resources** - A listing of resources, technology and equipment needed to teach the content of the unit.
- **Unit Assessment** - The strategies used to evaluate the students’ mastery of content, learning objective(s), and content standard(s) throughout the unit.
- **Unit/Course CTSE Activity** - The CTSE chapter or individual activity that relates to the content taught in the unit.
- **Unit/Course Culminating Product** - The final assessment piece for the unit of study. It is both a demonstration of a student’s learning and an extension of that learning.
- **Course/Program Credentials/Career Readiness Indicators (CRIs)** - The certificate or credential earned by the student.

Lesson Plan - *Includes all ALEX Lesson Plan components and additional CTE components (Refer to the Course of Study)*

Required Components

- **Title** - The title of the lesson. May be plain or catchy.
- **Overview/Annotation** - A three to five sentence description of the lesson. Your annotation may describe the primary nature (such as hands-on, inquiry, technology-based, project, lecture), whether interdisciplinary or single-subject, and/or its relationship to other lessons (such as part of a unit, follows or precedes another lesson, remediation or extension of another lesson) or courses.
- **Content Standard(s)** - A statement that identifies what the student will know and be able to do at the completion of the course.
- **Primary Learning Objectives** - The expected behavior of the learner as he/she engages in learning the content knowledge and skills included in the unit. Leads to mastery of the content standard(s).
- **Total Duration** - The anticipated time of the entire lesson (including assignments and assessment) stated in minutes.
- **Materials and Equipment** - Those required by teacher and or students, with pertinent notes to guide preparation or other special instructions needed such as safety considerations.
- **Technology Resources Needed** - Hardware/software/plugin-ins.
- **Background/Preparation** - Background information/prerequisite learning material needed by the students or teacher and/or advanced preparation required.

- **Procedures/Activities** - A clear, succinct description of the activity.
- **Assessment Strategies** - This may simply indicate the type of assessment most appropriate, or it may provide sample questions, entire tests, or rubrics.
- **Remediation** - Explain what may be done for students who need extra preparation before or extra assistance after the lesson.
- **Accommodation** - Explain how this lesson may be taught differently for students with exceptional needs, including physical environment.
- **Essential Questions** - Written question(s) that narrows the focus of learning. Are written in a way that challenges higher-order thinking and promotes in-depth investigation. Not questions that can be answered with “yes” or “no.” They are not limited in number.
- **CTSO Activity** - The CTSO chapter and individual activities that relates to the content taught in the lesson.
- **Course/Program Culminating Product** - The final assessment piece for the lesson. It is both a demonstration of a student’s learning and an extension of that learning.

Optional Components

- **National/Other Standards** - Additional standards that are not addressed in the state content standards.
- **Additional Learning Objectives** - These may be incidental, related outcomes that are not assessed; they may be smaller steps students need to take to lead to the Primary Learning Objective; or they may be broader objectives that extend beyond the scope of the lesson but that the lesson partially addresses (e.g., critical thinking).
- **Extension (Optional)** - Explain how the lesson might be modified for students who already know or can do the Primary Learning Objective, such as activities that apply the concept to new content.

Required Instructional Content

- Safety Instruction
- Teamwork
- Varied Learning Activities
- Integrated Academics
- Employability Skills
- Problem Solving Skills
- Management Skills
- Live Work
- All Content Standards Taught
- Evaluations/Notations To Enhance Lesson