# Appendix D – 9-Event Lesson Plan

**Name of Instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Lesson Title: Total Est. Time: \_\_\_\_\_\_\_\_\_\_**

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| --- | --- | --- |
| **OPENING** | | **Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| 1. **Gain Attention.** Introduce the training, the purpose, the value to the students, and the agenda. Review prerequisites, rules of conduct, general expectations, and administrative items, including safety, exits, facilities, and such. | | |
| Instructor Activities | | Student Activities |
|  | |  |
| 1. **State Objectives.** Outline what the students are expected to do in this training lesson. Explain the objectives, making sure the students are clear on the performance, conditions, and standards**.** | | |
| Instructor Activities | | Student Activities |
|  | |  |
| **DELIVERY** | | **Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| 1. **Recall.** Students review or recall previously learned terminology, skills, experience, and competencies relevant to this training module. | | |
| Instructor Activities | | Student Activities |
|  | |  |
| 1. **Present the Information.** Conduct the class or training. Present content points; provide a demonstration. *Show them what success looks like.* | | |
| Instructor Activities | Student Activities | |
|  | |  |
| 1. **Provide Learning Guidance/Guided Practice.** Prepare students for the practice that is to follow and set expectations for levels of competence or proficiencies. Prepare your list of primary and backup media. | | |
| Instructor Activities | Student Activities | |
|  | |  |
| 1. **Practice.** Students practice the skills and use the job aids to meet the objectives and standards. Assessment of student performance will guide instructor intervention as appropriate Feedback, guided practice, and reteaching are examples of instructor activities. | | |
| Instructor Activities | Student Activities | |
|  | |  |
| **CLOSING** | | **Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| 1. **Give Feedback.** Use both motivational and developmental feedback. Be timely, objective, specific, and non-punishing. | | |
| Instructor Activities | Student Activities | |
|  | |  |
| 1. **Tests/Assessments.** Assess the student's learning. The assessment should match the lesson objectives, tasks, and course practice. Have formal written questions and answers ready as well as open-ended interactive questions and/or tasks. | | |
| Instructor Activities | Student Activities | |
|  | |  |
| 1. **Enhance Retention.** Review the lesson objectives with students. Challenge students to apply the new knowledge or skills. Introduce the next module or training event. | | |
| Instructor Activities | Student Activities | |
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**Post Lesson Reflection:**

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