

# Lesson Plan Checklist

## General Information

- A catchy title for the lesson is identified
- A target audience and course is identified
- Content connections are explained
  - How does this connect to other topics the teacher is covering?
  - Why is this important to learn?

## Key Components

Learning Objectives:

- Are written from learners' point of view
- Contain an action verb + a direct object
- Are observable and measurable
- State and/or National Learning Standards are clearly stated

Assessments:

- Determine if the learners met the objectives (desired outcomes)
- Include explanations on how the facilitator will monitor for understanding
- A timeline of instruction is identified and appropriate for accomplishing the desired results with the intended audience
- Teaching methods / learning activities are identified to engage learners to accomplish the desired outcomes
- Clear instructions and explanations for the learners are provided when using the method/activities
- Materials and resources needed for methods and activities are identified

## Alignment & Appropriateness

- Objectives, teaching methods, activities, materials, resources, and assessment are:
- Aligned with each other
  - Appropriate the intended audience and grade level

## Professional Image

- Clarity, correctness, and quality of thought
- Logical organization and easy to follow