Active Teaching and Learning Planning Template

# Instructions:

* Use this template to select and plan an appropriate active learning strategy for your session.
* Answer the guiding questions, select a strategy based on your needs, and outline your implementation plan.

## Step 1: Define Your Teaching Context

|  |  |
| --- | --- |
| **Question** | **Your Answer** |
| What is the primary learning objective? |  |
| What is the size of your class? (Small: <20, Medium: 21-50, Large: >51) |  |
| How complex is the concept? (Simple, Moderate, Complex) |  |
| What level of technology is available? (Low-tech, High-tech) |  |
| How much time can be allocated? (5-10 min, 30 min, Full session) |  |

## Step 2: Select an Active Learning Strategy

Use the decision matrix below to choose an appropriate strategy based on your responses.

|  |  |  |  |
| --- | --- | --- | --- |
| **Criteria** | **Small Class (<20 students)** | **Medium Class (21-50 students)** | **Large Class (>51 students)** |
| **Simple Concepts** | Think-Pair-Share, One-Minute Summary, Brain Dumps, Exit Tickets, Concept Mapping | Peer Teaching, Digital Polls, Graphic Organizers, Gamification | Lecture Scaffolding, Forced Choice (This or That?), Concept Mapping |
| **Moderate Concepts** | Socratic Questioning, Fishbowl Discussions, Jigsaw, Case-Based Learning | Panel Discussions, Speed Debates, Gallery Walks | Online Discussion Boards, Digital Breakout Rooms, Reflective Journals |
| **Complex Concepts** | Role-Playing, Project-Based Learning, Self-Assessment Checklists | Jigsaw, Debates, Collaborative Whiteboarding, Student-Led Lessons | Flipped Classroom, Crowdsourced Study Guides, Real-World Problem Solving |

## Step 3: Plan Your Implementation

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| --- | --- |
| **Implementation Aspect** | **Plan** |
| Strategy Selected |  |
| Activity Description |  |
| Materials & Resources Needed |  |
| Steps for Execution |  |
| Time Required |  |
| Expected Learning Outcome |  |
| Assessment & Feedback Plan |  |

## Step 4: Reflection & Adjustments

After implementing the strategy, reflect on the effectiveness and any necessary adjustments.

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| --- | --- |
| **Reflection Questions** | **Your Response** |
| What worked well? |  |
| What challenges did you face? |  |
| What improvements will you make next time? |  |

# Next Steps:

* Share your experience with colleagues to exchange insights.
* Experiment with different strategies and adjust based on student engagement.
* Document your findings to refine your teaching methods further.

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