



CLASSROOM MANAGEMENT LESSON PLANNING GUIDE

PLAN FOR EFFECTIVE INSTRUCTION AND CLASSROOM
MANAGEMENT TO KEEP YOUR STUDENTS ENGAGED AND FOCUSED



ABOUT THIS GUIDE

This Lesson Planning Guide was designed for purposefully planning lessons with classroom management in mind. Classroom management is an area of focus that many teachers - new and veteran - struggle with, but it's one that should be tackled strategically.

A lesson that is optimized for classroom management will include the following:

BELL RINGER/WARMUP

- » 3-10 minutes long
- » Independent work
- » Allows students to focus on your content area
- » Preferably on paper to reduce distractions

MINI-LESSON

- » 20 minutes maximum
- » First introduce essential question, standard, and/or skill
- » 15-20 presentation slides that contain few words
- » Embedded video for engagement and reinforcement
- » Guided notes are provided for students to process information
- » Speaking prompts for turn and talk time

GROUP OR INDEPENDENT WORK

- » Sit with or among students to monitor progress
- » Conference with 2-4 students to clear up misconceptions or to do small-group lessons
- » Repeat the process for most students
- » Alternative is to circulate the room and conference individually

CHECK FOR UNDERSTANDING

- » Done before students finish
- » Use random selection method to call on students
- » Clear up misconceptions
- » Students can continue to finish work

END OF THE CLASS

- » Exit tickets - on paper or with technology
- » Clean up time
- » Announcements and reminders

Each component reduces the opportunity for students to be off-task. Your lesson should move with urgency to get to the next part in order to stay on track. Throughout the process, remind students why they are learning this and what they should be able to do by the end of class. This gives them shared responsibility and less incentive to be distracted.

This Lesson Planning Guide can also be used when you have an observation. Simply complete as much as possible before class, and encourage your observer to complete the Notes section.

It also gives you a record of what you did for the next time you teach that lesson. Take advantage of the Notes section to jot down what worked and what you need to change for next time.

If you don't finish the lesson, utilize the "For Next Class" section to write where you left off and what you need to finish.

For more details, visit my accompanying blog post at <https://www.mrslepre.com/plan-lesson-keep-students-engaged>

LESSON PLANNING GUIDE

- » Put a check beside the lesson elements you plan to use for today's lesson.
- » Include the names of the individual components/worksheets/assignments
- » Track the progress of the groups and students you conferenced with
- » Note the number of class periods or how long this lesson took
- » Indicate what you need to remember for the next day (or where you left off if you didn't finish)

DAY:

Date: _____

Grading Period: _____

Unit: _____

Standard(s): _____

LESSON ELEMENTS

☐ Bell-Ringer/Warmup _____

☐ Mini-Lesson: _____

☐ Slides: _____

☐ Video: _____

☐ Guided notes: _____

☐ Turn & Talk Prompt: _____

☐ Group work assignment: _____

☐ Individual work assignment: _____

☐ Checking for understanding: _____

☐ Review answers in class: _____

☐ Exit ticket: _____

ESSENTIAL/GUIDING QUESTION:

GROUPS/INDIVIDUALS I CONFERENCED WITH:

NOTES:

FOR NEXT CLASS: