Appendix B: Teaching Plan Section 1 - proforma

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<thead>
<tr>
<th>Teacher:</th>
<th>Subject:</th>
<th>Year:</th>
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<thead>
<tr>
<th>Topic:</th>
<th>Date, Time &amp; Room:</th>
<th>Number of students:</th>
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Description of students: (prior experience, work, skills, knowledge, characteristics, language, needs etc.)

Teaching aim/s: (A broad statement about what you, the teacher, intend to achieve)

Learning outcomes for the class: (As a result of their involvement in the planned activities of this class the students will be able to ...)

Skills addressed: (Choose the main generic skills this class will help students develop)

Anticipated problems: (Related to: equipment, student prior knowledge, diversity, your skills etc)

Strategies for dealing with any anticipated problems:

Equipment and materials checklist:

Other:
Appendix B: Teaching Plan Section 2 - proforma

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<thead>
<tr>
<th>Time or phase</th>
<th>Purpose</th>
<th>Teacher Activity</th>
<th>Student Activity</th>
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