



HOW TO PLAN A LESSON

IYEN NURLAELAWATI

Why plan lessons?

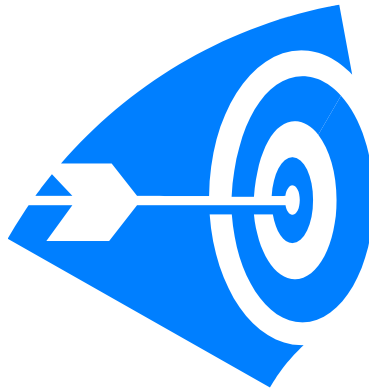
- Helping the teacher to be more confident in teaching
- Providing a useful systematic outline/guide/reference for smooth efficient teaching
- Helping the teacher to prepare for the lesson
- Helping to provide a useful basis for future planning
- Helping the teacher to be more organized
- Helping the teacher to plan practically lessons which cater for different students
- Helping the teacher to know whether he/she has achieved his/her teaching objectives
- Enabling the teacher to judge his/her performance
- Giving a sense of direction in relation to the syllabus
- Helping the teacher to identify which areas/parts did not go well in her/his teaching

Format of a Lesson Plan

- Goals
- Objectives
- Materials and equipment
- Procedures
- Evaluation

Goal(s)

- Identifying an overall purpose or goal that you attempt to accomplish by the end of the class period

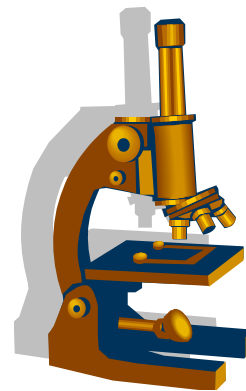


Objectives

- Stating explicitly what you want students to gain from the lesson
- Things to consider:
 - Be sure you know what you want to accomplish
 - Preserve the unity of your lesson
 - Predetermine whether or not you are trying to accomplish too much
 - Evaluate students' success at the end of, or after, the lesson

Materials and equipment

- What you need to take with you
- What you need to have in your classroom



Procedures

- (a) An opening (warm up)
- (b) A set of activities and techniques
- (C) Closure



- Think of the proportions of time for:
 - (i) Whole class work
 - (ii) Small group and pair work
 - (iii) Teacher talk
 - (iv) Student talk



Principles in procedures

Sequence of activities:

- Moving from more controlled/more supported to freer and less supported
- Moving from easy to more difficult/challenging
- Activity dependency



TALFSS

- Target language

Evaluation

- Determining whether or not your objectives have been accomplished
- It does not always in the form of test or quiz

