

FACILITATOR'S GUIDELINES

| Time | Activity & Description | Materials |
|------------|---|--|
| 20 minutes | <p>Getting Started</p> <p>Read and Discuss Quotes by Ruth Simmons and Anthony Alvarado</p> <p>Discuss “Understanding” and “Essential Questions”</p> <p>Walk Participants Through Agenda</p> | Workshop Agenda (p. 27) |
| 5 minutes | What is Personalized Teaching? | Keefe and Jenkins quote; list of <i>Breaking Ranks</i>TM Recommendations (p. 29) |
| 30 minutes | <p>Directed Freewrite: What’s going on in my classroom?</p> <p>Notation of Trends and Insights</p> | <p>Directed Freewriting Protocol (p. 31) Directed Freewrite Form (p. 32)</p> <p>Trends and Insights Graphic Organizer (p. 34) Chart paper, markers</p> |
| 30 minutes | Learning Styles Inventory Exercise | CAPSOL Survey (p. 37–39) |
| 40 minutes | Immersion in Project and Unit Plan Exemplars | <p>Jigsaw Protocol (p. 41) Jigsaw Group Organizer (p. 43) Project Examples A (p. 44), B (p. 52), and C (p. 61)</p> |
| 10 minutes | Shared Reading of Curriculum Planner | Sample Curriculum Planner (p. 81) |
| 30 minutes | Planning Session Prelude | Personalized Teaching Planner (p. 94) |
| 60 minutes | Planning Session | <p>Personalized Teaching Planner (p. 94) Critical Friends Protocol (p. 97) Critical Friends Feedback Form (p. 98)</p> |
| 10 minutes | Full-Group Share of Experience Working With Planner | Completed Personalized Teaching Planners |
| 10 minutes | A Brief Review of the Research | What the Research Says (p. 101) |
| 10 minutes | Record an Action Plan | Action Plan Worksheet (p. 103) |
| 20 minutes | Directed Freewrite: New visions of my classroom | <p>Directed Freewrite Form (p. 105) Comparing and Contrasting Freewrites (p. 106)</p> |
| 10 minutes | Connections or Chalk Talk | <p>Connections Protocol (p. 108) Chalk Talk Protocol (p. 110)</p> |