

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>™ 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)</p> <p>Directed Freewrite Form (p. 32)</p> <p>Trends and Insights Graphic Organizer (p. 34)</p> <p>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)</p> <p>Jigsaw Group Organizer (p. 43)</p> <p>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)</p> <p>Critical Friends Protocol (p. 97)</p> <p>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)</p> <p>Comparing and Contrasting Freewrites (p. 106)</p>
10 minutes	Connections or Chalk Talk	<p>Connections Protocol (p. 108)</p> <p>Chalk Talk Protocol (p. 110)</p>