

Plan a lesson with the Lesson Plan Maker

Lesson 04 · Planning · Watch the video and take the quiz online: lessonplanner.info/training/04-lesson-plan-maker/

Where to find it: lessonplanner.info – the Lesson Plan Maker is on the home page

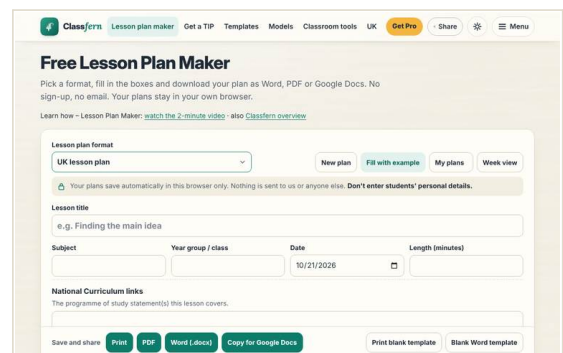
What you'll learn

- How to choose a lesson plan format (UK, EYFS, US, 5E and more)
- How the timed sections add up as you plan
- How to see a finished example without losing your work
- How to download, print or copy your plan to Google Docs

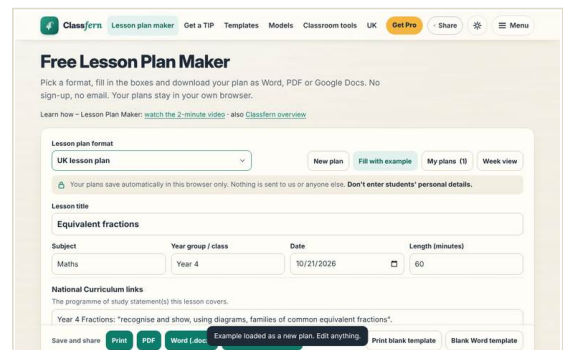


Step by step

- 1 Choose a format.** Open **Lesson plan format** and pick one: **UK lesson plan**, an EYFS activity plan, a standard US plan, or a model such as 5E, Madeline Hunter or Understanding by Design.
- 2 Fill in the boxes.** Type the title, subject, year group, date and length of the lesson.
- 3 Time each part.** In the timed sections, give each part of the lesson its minutes. The total adds up underneath (for example "Planned: 45 min of 50 min"), so you can see straight away if you have planned too much.
- 4 Let it save itself.** There is no Save button. Your plan saves itself in this browser as you type.
- 5 See a finished example.** Press **Fill with example**. The example opens as a new plan, so your own work is kept safe.
- 6 Download, print or copy.** Under **Save and share**, press **Word (.docx)**, **Print** (or save a PDF), or **Copy for Google Docs** and paste into a new document.
- 7 Print a blank copy.** Want a paper copy to fill in by hand? Press **Print blank template**.



The Lesson Plan Maker: choose a format, then fill in the boxes.



Fill with example opens a finished plan as a new plan.

Tips

- You can switch format at any time without losing what you have written.
- Keep pupils' personal details out of lesson plans.

Try it

Plan a 50-minute lesson with three timed parts. Check the total, then press **Copy for Google Docs** and paste it into a new document.

Check what you know

1. How do you save a plan in the Lesson Plan Maker?

- A** Press Save
- B** You don't need to – it saves itself as you type
- C** Email it to yourself

2. What does Fill with example do to the plan you were working on?

- A It replaces it
- B Nothing – the example opens as a new plan
- C It deletes it

3. You switch from the UK lesson plan to 5E. What happens to what you've written?

- A It is lost
- B It stays
- C It is printed

4. Which button gives you a paper copy to fill in by hand?

- A Print blank template
- B Copy for Google Docs
- C Fill with example

Answers: 1 B · 2 B · 3 B · 4 A (turn the page round to check)