

# Lesson Plan

**Make sure class is well organized**

- Desks or seating aligned to instructor?
- Lighting- are all the lights on?
- Training aids set up and ready to use?
- Are the cadets ready with training aids and/or pen and paper?

**Instructor:**

\_\_\_\_\_

(Rank)

(Last Name)

(First Name)

This lesson will take: \_\_\_\_\_ minutes

Time	Review	Notes
____ mins (5- 10 max)	<b>PO/EO#</b> _____ Review of previous lesson: (short, simple ,to the point) – (If there is no review you must state this)	
Time	Introduction	Notes
____ mins (2-5 mins)	State what the class will learn:  State why this needs to be known:  State where and when this information can be used:  State whether or not there is an end of class assessment:	

<b>Time</b>	<b>Body</b>	<b>Notes</b>
	<p><b>MTP#</b> Description of MTP (ensure that it is well detailed) (use bulletin points, summarize detailed/lengthy points)</p> <p>Ask class: "Are there any questions?"</p> <p>Confirm skill/knowledge by asking them questions:</p> <ul style="list-style-type: none"><li>◆</li><li>◆</li><li>◆</li><li>◆</li></ul> <p>Remotivate</p>	Training Aids:

	<p><b>MTP#</b> Description of MTP (ensure that it is well detailed) (use bulletin points, summarize detailed/lengthy points)</p> <p>Ask class: "Are there any questions?"</p> <p>Confirm skill/knowledge by asking them questions:</p> <ul style="list-style-type: none"> <li>◆</li> <li>◆</li> <li>◆</li> <li>◆</li> </ul> <p>Remotivate</p>	<p>Training Aids:</p>
Time	Body	Notes
	<p><b>MTP#</b> Description of MTP (ensure that it is well detailed) (use bulletin points, summarize detailed/lengthy points)</p> <p>Ask class: "Are there any questions?"</p> <p>Confirm skill/knowledge by asking them questions:</p> <ul style="list-style-type: none"> <li>◆</li> <li>◆</li> <li>◆</li> <li>◆</li> </ul> <p>Remotivate</p>	<p>Training Aids:</p>



<b>Time</b>	<b>Conclusion</b>	<b>Notes</b>
2 mins	<ul style="list-style-type: none"> <li>- Restate Name</li> <li>- Restate Name and Number of lesson</li> <li>- Restate where and when it will be used</li> <li>- Re-motivate class(good, bad, good)</li> <li>- State next lesson(state PO/EO), including instructor.</li> <li>- <b>Dismiss</b></li> </ul>	
<p><b>*****REMEMBER TRAINING AIDS*****</b></p>		