

BASIC LESSON PLAN WORKSHEET

Context (Part 1)

Below are the sections that comprise the background information you will need to know about the context in which and students you will need before you begin teaching. The underlying questions are listed in each section. However, when you write your actual LP please do so in a narrative/paragraph format.

Audience

- Who are the people you will be teaching?
- What is the location and culture of the church?
- What is the culture of the church, neighborhood, class and its demographic?
- What is the culture of the class? The ages of the students? Attendance?
- Where are they on their faith/life journey?

Class Environment & Location

- Where is the location of the class? (If being observed, include the actual room location)
- How is the room arranged?
- What is their normal style of learning?

Time Frame

- When will this lesson occur?
- What is the total time the class will meet?
- What is the actual teaching time?

Scope of Study

Stand Alone Lesson?

- If so, indicate so here the overarching focus of your lesson.

Series Lesson?

- If so, what is the focus of the series?
- How many days/weeks/months will this series last?
- What is the topic of each session in the series that supports the focus of the series?
- Where does this particular lesson fall in the series?

Research, Insights Page and Teaching Points*

This is the point in which you do your research on the focus on the lesson. Everything we teach for faith is either biblical or theological or both. Do your exegesis, read your commentaries, consult the theology books and make your notes.

- Each lesson plan must have content for the teacher.
- There are two places this content will show up in a publishable quality lesson plan: The Insights Page and in Teaching Points.
- The Insights Page will be located in the Appendix. It contains major theological and/or biblical ideas that will reinforce the WHAT and the WHY of our Teaching Proposition. The teacher will use the Insights Page to craft a lecture (or mini-lectures), slide presentations or to weave into discussions during class.

- ☐ Teaching Points are embedded in the body of the lesson. They are in addition to the Insights Page. You may find it helpful to list everything you want to convey, then decide which gets placed in the Teaching Points and which reside in the Insights Page. (See Sample Lesson Plan for an example.)

Teaching Proposition*

- ☐ After you have done your biblical exegesis or theological reflection, consider the following questions...
 - What is the key concept I want participants to understand?
 - Why is it important to their life of faith?
 - How will they live differently because of this understanding?
- ☐ Now it's time to narrow down what you actually want to teach in this lesson. A common temptation is to try to teach everything. Thus, writing a clearly stated teaching proposition is the key to staying focused and communicating your lesson.
- ☐ Write your teaching proposition using the handout "Teaching Proposition Worksheet."



Text

- ☐ What texts provide the foundation for your teaching and this idea?
- ☐ What texts will the students encounter during the session?
- ☐ This includes scripture, any material quoted that the students will directly engage.

Complete the following after you complete the content portion of the lesson plan

Leader Preparation for In-Person and Virtual Teaching

- ☐ Think through what needs to be prepared for this lesson if it is being taught in-person and if it is being taught virtually. Include both in every lesson plan.
- ☐ What do you need to do before you arrive?
- ☐ What needs to be prepared?
- ☐ List everything – creating handouts, making copies, etc.

Resources and Materials for In-Person and Virtual Teaching

- ☐ Think through what needs to be prepared for this lesson if it is being taught in-person and if it is being taught virtually. Include both in every lesson plan.
- ☐ What will you need to have in the room in order to teach this lesson?
 - Handouts? (be specific)
 - AV, technology, computer, projector, screen, speakers, extension cord?
 - DVD's, CD's, iPad?
 - Bibles, books, pens, paper, markers, newsprint?
- ☐ List everything!

Teaching Outline

- ☐ Write a BRIEF outline of your lesson plan that is expanded in the following pages.
- ☐ Include estimations of time
- ☐ This is NOT the body of your LP.
- ☐ It is the outline from which you will teach. It can be no longer than one page.

** = an additional worksheet is available*