

Planning Template

Topic: General Concepts	
Beginning of Topic	
Lesson 1:	
Key Concepts: Differentiation: Time Needed:	Step 1:
	Step 2:
	Step 3:
	Step 4:
	Notes:
Lesson 2:	
Key Concepts: Differentiation: Time Needed:	Step 1:
	Step 2:
	Step 3:
	Step 4:
	Notes:

Lesson 3:	
Key Concepts: Differentiation: Time Needed:	Step 1:
	Step 2:
	Step 3:
	Step 4:
	Notes:
Lesson 4:	
Key Concepts: Differentiation: Time Needed:	Step 1:
	Step 2:
	Step 3:
	Step 4:
	Notes:
Topic Assessment	
Fluency & Review: Time Needed:	Topic Assessment: Performance Based Assessment:

The Topic Internalization Protocol offers a structured approach to understanding each topic comprehensively. This process helps teachers understand what students will learn, how their progress will be assessed, and the overall learning progression.

Scope & Sequence and Pacing

1. Consult your scope and sequence to place this topic in the context of the year-long curriculum.
2. Consult your pacing chart. Note days to review, teach, and assess the content of the lessons.

Preparing to Teach the Topic

3. Identify relationships between lessons and how they build toward successful TEKS coverage.
4. Note how concepts develop sequentially by reading the lesson objectives.
5. Consider strategies to ensure all students can access grade-level content.
6. Identify how the topic builds student learning through concrete-representational-abstract (CRA) progression.
7. Note new and familiar terminology.
8. Examine how TEKS and ELPS are incorporated.

Assessing the Topic

9. Identify the concepts and skills students need to demonstrate on the end-of-topic assessments.
10. Complete the assessment yourself and compare with exemplar strategies.

Gather and Prepare Materials

11. Use the Topic Planner to gather and prepare topic materials.
12. Identify and obtain any additional supplies your students may need or choose to use.

The Lesson Internalization Protocol offers a structured approach to understanding each lesson comprehensively. This process helps teachers understand what students will learn, how their progress will be monitored, and to plan strategies to help all learners succeed.

Lesson Goals

1. Connect the lesson objective and essential understanding to the TEKS and ELPS.
2. Identify new vocabulary and related vocabulary previously taught.
3. Complete the practice and the Exit Ticket from a student point of view.
4. Identify prerequisite skills needed for the lesson's concepts.

Transition and Pacing of Lesson Parts

5. Note the suggested pacing of each lesson part and prepare to adjust it to meet the needs of the class.
6. Plan for a seamless progression between lesson parts.

Preparing to Teach the Lesson

7. Analyze how the lesson progression supports the lesson objectives.
8. Identify outcomes for each lesson part and align instructional decisions accordingly.
9. Identify formative assessment strategies given in the Teacher's Edition.
10. Plan for efficient distribution and collection of materials.
11. Organize student groupings for collaborative activities.
12. Note appropriate embedded supports to differentiate instruction.
13. Identify Differentiation Library resources aligned to the lesson.

Gather and Prepare Materials

14. Gather and prepare all required manipulatives and materials.
15. Determine and prepare digital resources required by the lesson.
16. Identify additional resources needed based on the classroom situation.