

Title/topic of the session: _____

Two Foundational Questions

1. What do you want your participants to learn?
2. What evidence will you accept to prove they learned it?

Seven Steps to Ensuring Effective Professional Learning

1. Begin with the end in mind. What student goals do you want to achieve?	
2. Which evidence-based practices will you focus on?	
3. How will you adapt the innovation depending on the context? What prerequisite knowledge/skills do teachers need <i>before</i> they can implement in the classroom?	
4. How will you offer feedback to confirm the change makes a difference for students?	

5. What type of feedback will your audience trust?	
6. How will you plan to gather evidence quickly ?	
7. How will you recognize individual and organizational change?	

Logistics

Where?	
When?	
What structure? (e.g. webinar, workshop, PLC, etc.)	
What strategies/activities will you use?	

Remember to ask yourself: *Is it....*

- Purposeful
- Intentional
- Evidence based
- Practice oriented