



Facilitating Small Groups: Elements of a Teaching Plan

Teaching Strategy and Discussion Structure

- Sequence of topics/pedagogical logic of the session
- A clear sense of objectives for the session—not only what students will do but what they will **learn**.

Question Plan

- Types and sequencing of questions:
 - information-seeking
 - analytical
 - challenging or follow-up questions
 - action-oriented (what would you do)
 - hypothetical (providing different assumptions)
 - predictive (for comparison with what actually happened)
 - generalizing/drawing together

Opening

- A strategy to begin—your moment of greatest control.

Transitions

- Anticipating how to move through points or topics.

Group Process

- Reflecting on the group's dynamics thus far, planning for team work, reinforcing relationships, noting problem areas.

Audiovisuals, Boardwork, Other Media

- Be acquainted with all the materials you'll use and how they will work together.

Closing

- Anticipating where and how you should end.

Getting and Using Feedback

- Using formal and informal methods to judge the outcomes of your teaching and the group's work. Factoring the feedback back into your overall teaching plan.