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| **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) | **PO/EO#** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  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: |  |

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| **Time** | **Body** | **Notes** |
|  | **MTP#**  Description of MTP (ensure that it is well detailed)  (use bulletin points, summarize detailed/lengthy points)  Ask class: “Are there any questions?  Confirm skill/knowledge by asking them questions:  ⧫  ⧫  ⧫  ⧫  Remotivate | Training Aids: |
|  | **MTP#**  Description of MTP (ensure that it is well detailed)  (use bulletin points, summarize detailed/lengthy points)  Ask class: “Are there any questions?  Confirm skill/knowledge by asking them questions:  ⧫  ⧫  ⧫  ⧫  Remotivate | Training Aids: |
| **Time** | **Body** | **Notes** |
|  | **MTP#**  Description of MTP (ensure that it is well detailed)  (use bulletin points, summarize detailed/lengthy points)  Ask class: “Are there any questions?  Confirm skill/knowledge by asking them questions:  ⧫  ⧫  ⧫  ⧫  Remotivate | Training Aids: |
|  | **MTP#**  Description of MTP (ensure that it is well detailed)  (use bulletin points, summarize detailed/lengthy points)  Ask class: “Are there any questions?  Confirm skill/knowledge by asking them questions:  ⧫  ⧫  ⧫  ⧫  Remotivate | Training Aids: |

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| **Time** | **End of lesson Confirmation** | **Notes** |
| \_\_\_ mins  (2-5 mins) | Can be a verbal/written/practical test of ALL the MTPs. Game? Rewards?  *If you said there would be an end of lesson test in your introduction this is where you would use it.* |  |

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| **Time** | **Conclusion** | **Notes** |
| 2 mins | * Restate Name * Restate Name and Number of lesson * Restate where and when it will be used * Re-motivate class(good, bad, good) * State next lesson(state PO/EO), including instructor. * **Dismiss** |  |
| ***\*\*\*\*\*\*\*\*REMEMBER TRAINING AIDS\*\*\*\*\*\*\*\**** | | |