Unit 3: Materials Management

Setting Up a Student System is essential for materials management. Long-Term Storage is essential for materials management.	Enduring Understanding
• Understand the different components of the student system and how each is used • Set up a full student system • Understand the different components of the student system and how each is used • File important papers for long-term storage	Learning Objectives
What systems do I have in place to collect and distribute papers? How can I improve these systems? What do I keep my papers and school materials organized? What systems can I put in place to store my work necessary for midterms and final exams? How can I develop the skills necessary for maintaining organized filing systems? How do I monitor my academic progress?	Essential Knowledge
Create an organization system for filing papers and managing school materials. Keep an organized workspace. Use a long-term and short-term system for completed work, tests, and notes.	Suggested Strategies
Student workbook with supplemental materials Student planner Teacher-made materials Binders/folders Handouts Visual aids Student workbook with supplemental materials Student planner Teacher-made materials Binders/folders Handouts Visual aids	Resources and Materials
Checklists Self- assessment Quizzes Student reflection Pre/Post Tests Checklists Checklists Self- assessment Quizzes Student reflection	Suggested Assessments

Unit 4: Time Management and Planning

Making Time for Homework is essential for time management and planning. From Syllabus to Planner is essential for time management and planning.	Enduring Understanding
Student will: Reflect on their personal schedule and how they choose to spend to their time. Consider setting a regular homework time regular homework time. Student will: Transfer important tests, projects, and due dates from a syllabus to their planners. Understand the importance of recording everything in a planner to facilitate better long-term planning	Learning Objectives
How do I prioritize and task analyze to be successful? How do I use my planner consistently and effectively?	Essential Knowledge
Evaluate and improve the use of unscheduled time. Use daily, monthly, and weekly calendars to track assignments and important school dates. Prioritize assignments according to importance, difficulty, and time constraints. Break down long-term assignments into manageable tasks and develop a schedule for completion. Evaluate and improve the use of unscheduled time. Use daily, monthly, and weekly calendars to track assignments school dates.	Suggested Strategies
Student workbook with supplemental materials Student planner Teacher-made materials Binders/folders Handouts Visual aids Visual aids Student workbook with supplemental materials Student planner Teacher-made materials Binders/folders Handouts	Resources and Materials
Pre/Post Tests Checklists Self- assessment Quizzes Student reflection Pre/Post Tests Checklists Checklists Self- assessment Quizzes Student reflection	Suggested Assessments

management and planning.	time	essential for	Time is	Estimating	•			and planning.	time management	essential for	Practice							
	to complete	assignments will take	think their school	• Estimate how long they				difficulty	homework assignment based on due date and	 prioritizing homework Practice prioritizing a 	notation system for	• Understand the						
independent in deciding the importance of tasks?	How can I become more		successful?	How do I prioritize and task analyze to be					importance of tasks?	How can I become more	successful?	How do I prioritize and task analyze to be						
and weekly calendars to track assignments	Use daily, monthly,		time.	Evaluate and improve the use of unscheduled	Break down long-term assignments into manageable tasks and develop a schedule for completion.	according to importance, difficulty, and time constraints.	Prioritize assignments	and important school dates.	and weekly calendars to track assignments	Use daily, monthly,	time.	Evaluate and improve the use of unscheduled	develop a schedule for completion.	manageable tasks and	Break down long-term	and time constraints.	importance, difficulty,	Prioritize assignments
Teacher-made materials	-	Student planner		Student workbook with supplemental materials		Visual aids	Handouts	Binders/folders	Teacher-made materials	Student planner		Student workbook with supplemental materials					A ISHAI AIRS	Vienel eide
assessment	Self-		Checklists	Pre/Post Tests			Student reflection	Quizzes	assessment	Self-	Checklists	Pre/Post Tests						

		and planning.	time management	Task Analysis is essential for			
	practice assignment	 Understand how to apply task analysis through the use of a 	assignment into manageable chunks	Student will: • Understand how to break a long-term		assignments	Compare their estimated time with the actual time it took to complete the
			\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	How do I prioritize and task analyze to be successful?			
according to importance, difficulty, and time constraints. Break down long-term assignments into manageable tasks and develop a schedule for completion.	dates. Prioritize assignments	and weekly calendars to track assignments and important school	Use daily, monthly,	Evaluate and improve the use of unscheduled time.	Break down long-term assignments into manageable tasks and develop a schedule for completion.	according to importance, difficulty, and time constraints.	and important school dates. Prioritize assignments
Visual aids	Binders/folders Handouts	Teacher-made materials	Student planner	Student workbook with supplemental materials		Visual aids	Binders/folders Handouts
	Student	assessment Quizzes	Self-	Pre/Post Tests Checklists			Quizzes Student reflection

Unit 5: Study Strategies

		Engaged listening is essential for study strategies.	Enduring Understanding
	instruction	Student will: • Analyze the importance of engaged listening • Develop strategies for engaged listening	Learning Objectives
		What are the techniques for studying for tests? How should a test be approached?	Essential Knowledge
strategies including brainstorming and graphic organizers. Use editing strategies to refine writing. Select and use a variety of memory techniques. Select and use a variety of note-taking strategies.	Preview reading material and explore for purpose of reading. Apply a variety of reading strategies to increase comprehension of fiction. Use prewriting	Follow oral and written instructions using strategies such as analyzing key words.	Suggested Strategies
	materials Binders/folders Handouts Visual aids	Student workbook with supplemental materials Student planner Teacher-made	Resources and Materials
	Quizzes Student reflection	Pre/Post Tests Checklists Self- assessment	Suggested Assessments

				Words are essential for study strategies.	Essay Question Direction	
			strategies	essay questionsConnect directionwords with prewriting	Student will:Identify and define the direction words in	
					How can context clues and directions help me answer essay questions?	
Select and use a variety of memory techniques. Select and use a variety of note-taking strategies.	Use prewriting strategies including brainstorming and graphic organizers. Use editing strategies to refine writing.	reading strategies to increase comprehension of fiction.	Preview reading material and explore for purpose of reading.	as analyzing key words.	Follow oral and written instructions using strategies such	Identify methods effective in preparing for, taking, and reflecting on tests.
		Visual aids	materials Binders/folders	Student planner Teacher-made	Student workbook with supplemental materials	
		генесион	Quizzes Student	Self- assessment	Pre/Post Tests Checklists	

			suny snangus.	Different Purposes is essential for	
			purpose for reading influences overall comprehension of a story	of how one's perspective influences what is learned	Student will:
				How do I determine the central idea of a text?	How do I determine the
Select and use a variety of memory techniques. Select and use a variety of note-taking strategies.	Use prewriting strategies including brainstorming and graphic organizers. Use editing strategies to refine writing.	reading strategies to increase comprehension of fiction.	Preview reading material and explore for purpose of reading.	using strategies such as analyzing key words.	Identify methods effective in preparing for, taking, and reflecting on tests. Follow oral and
		Visual aids	materials Binders/folders	Student planner Teacher made	Student workbook with
		TETTECHOIL	Quizzes Student	Checklists Self-	Pre/Post Tests

							(essential for study strategies.	Skimming Articles is		
							project/report/paper	usefulness when gathering sources for a	Student will: Skim articles for		
							central idea of a text?	How do I determine the	How do I determine the author's purpose for a text?		
Select and use a variety of note-taking strategies.	Select and use a variety of memory techniques.	Use editing strategies to refine writing.	Use prewriting strategies including brainstorming and graphic organizers.	increase comprehension of fiction.	Apply a variety of	Preview reading material and explore for purpose of reading.	words.	using strategies such as analyzing key	Follow oral and written instructions	effective in preparing for, taking, and reflecting on tests.	Identify methods
				Visual aids	Handouts	materials Binders/folders	Teacher-made	Student planner	Student workbook with supplemental materials		
					Student reflection	Quizzes	Self- assessment	Checklists	Pre/Post Tests		

		Chapter is essential for study strategies.	
		to preview text: - Making predictions - Activing prior knowledge - Using illustrations in context - Making connections - Monitoring and adjusting comprehension	Student will: • Use multiple strategies
		How do I determine the central idea of a text?	How do I determine the author's purpose for a text?
Select and use a variety of memory techniques. Select and use a variety of note-taking strategies.	Use prewriting strategies including brainstorming and graphic organizers. Use editing strategies to refine writing.	using strategies such as analyzing key words. Preview reading material and explore for purpose of reading. Apply a variety of reading strategies to increase comprehension of fiction.	Identify methods effective in preparing for, taking, and reflecting on tests. Follow oral and written instructions
		Teacher-made materials Binders/folders Handouts Visual aids	Student workbook with supplemental materials
		Self- assessment Quizzes Student reflection	Pre/Post Tests

								strategies.	for study	Reading a Math Test is essential			
						- Noting	ConnectingReading	- Scanning	strategies to preview	Student will: • Use the following			
										How do I read a math textbook?			
Select and use a variety of note-taking strategies.	Select and use a variety of memory techniques.	Use editing strategies to refine writing.	Use prewriting strategies including brainstorming and graphic organizers.	reading strategies to increase comprehension of fiction.	Apply a variety of	material and explore for purpose of reading.	Preview reading	words.	using strategies such	Follow oral and written instructions	reflecting on tests.	for taking and	Identify methods
				Visual aids	Handouts	Binders/folders	Teacher-made materials	Singent branner	Ctudent please	Student workbook with supplemental materials			
					reflection	Quizzes	assessment	Self-	Checklists	Pre/Post Tests			

							study strategies.	Summary is	Writing an Effective	
						summary	Create an article	Succinctly paraphrase the main idea	Locate the main idea of a paragraph	
							בטוומו ושבמ טו מ ובאנ:	How do I determine the	How do I determine the author's purpose for a text?	
Select and use a variety of note-taking strategies.	Select and use a variety of memory techniques.	Use editing strategies to refine writing.	Use prewriting strategies including brainstorming and graphic organizers.	increase comprehension of fiction.	Apply a variety of	Preview reading material and explore for purpose of reading.	, words.	as analyzing key	Follow oral and written instructions	Identify methods effective in preparing for, taking, and reflecting on tests.
				Visual aids	Handouts	materials Binders/folders	Teacher-made	Student planner	Student workbook with supplemental materials	
					Student reflection	Quizzes	assessment	Calf	Pre/Post Tests Checklists	

				Tips for Editing is essential for study strategies.	
				 Edit their writing using an organized system Use Editing Checklist independently 	
				How can I develop note-taking skills? How can I develop editing skills?	
Select and use a variety of memory techniques. Select and use a variety of note-taking strategies.	Use prewriting strategies including brainstorming and graphic organizers. Use editing strategies to refine writing.	reading strategies to increase comprehension of fiction.	Preview reading material and explore for purpose of reading. Apply a variety of	written instructions using strategies such as analyzing key words.	Identify methods effective in preparing for, taking, and reflecting on tests.
		Visual aids	materials Binders/folders Handouts	Student workbook with supplemental materials Student planner Teacher-made	
			Quizzes Student reflection	Checklists Self- assessment	

								essential for study strategies.	Math is	Journal for	Creating a			
								completing assignments	independently	strategies that will assist them in	Student will:Devise a list of			
							troubleshooting journal?	include in a	How do I determine the	study?	How can I create a troubleshooting guide to			
Select and use a variety of note-taking strategies.	Select and use a variety of memory techniques.	Use editing strategies to refine writing.	Use prewriting strategies including brainstorming and graphic organizers.	comprehension of fiction.	reading strategies to	Apply a variety of	material and explore for purpose of reading.	Preview reading	words.	as analyzing key	written instructions	reflecting on tests.	for, taking, and	Identify methods
					Visual aids	Handouts	Binders/folders	leacher-made materials		Student planner	Student workbook with supplemental materials			
						Student reflection	Quizzes	assessment	Self-	Checklists	Pre/Post Tests			

									study strategies.	Strategies are	Memory			
								strategies are appropriate	 Consider when these 	different memory	Student will: • Develop and apply			
								of periodically reviewing class notes?	How do I develop the habit	committed to memory?	How do I determine key points that should be			
Select and use a variety of note-taking strategies.	Select and use a variety of memory techniques.	Use editing strategies to refine writing.	Use prewriting strategies including brainstorming and graphic organizers.	comprehension of fiction.	reading strategies to increase	Apply a variety of	material and explore for purpose of reading.	Preview reading	words.	using strategies such	Follow oral and written instructions	reflecting on tests.	for, taking, and	Identify methods effective in preparing
					Visual aids	Handouts	Binders/folders	Teacher-made materials	,	Student planner	Student workbook with supplemental materials			
						reflection	Quizzes	assessment	Self-	Checklists	Pre/Post Tests			

				Organizing Information is essential for study strategies.	
			- Timelines - Two- and three- column notes	 Explore different types of note-taking approaches: Webbing 	Ct. Jost will.
			time, homework time, and assignment completion?	notes, and classroom handouts? How do I use my student planner to schedule study	The do I become to be because
Select and use a variety of memory techniques. Select and use a variety of note-taking strategies.	Use prewriting strategies including brainstorming and graphic organizers. Use editing strategies to refine writing.	reading strategies to increase comprehension of fiction.	Preview reading material and explore for purpose of reading. Apply a variety of	written instructions using strategies such as analyzing key words.	Identify methods effective in preparing for, taking, and reflecting on tests.
		Visual aids	materials Binders/folders Handouts	Student planner Teacher-made	Ct. Jost would book with
			Quizzes Student reflection	Checklists Self-	Des /Doct Toots

									study strategies.	essential for	Three-Column						
									details	idea from supporting	column format	 Record notes in a three- 	Student will:				
							and study?	column system to review		content of each column?	How do I determine the	note-taking system?	What is a three-column				
Select and use a variety of note-taking strategies.	Select and use a variety of memory techniques.	Use editing strategies to refine writing.	Use prewriting strategies including brainstorming and graphic organizers.	comprehension of fiction.	reading strategies to increase	Apply a variety of	for purpose of reading.	Preview reading material and explore		words.	using strategies such	written instructions	Follow oral and	reflecting on tests.	for, taking, and	Identify methods	
					Visual aids	Handouts	Binders/folders	materials	Teacher-made	Suggest Pranties	Ctudent planner	supplemental materials	Student workbook with				
						reflection	Student	Quizzes	assessment	Self-	Checklists		Pre/Post Tests				

										study strategies.	Plans 1s essential for	Creating Study				,
								for studying	to accommodate time	Manage their free time	based on upcoming projects and tests	 Create a study plan 	Student will:			
							manage my time efficiently?	What is the best way to	a test?	techniques for studying for	What are the best	studying for a test?	How should I approach			
Select and use a variety of note-taking strategies.	Select and use a variety of memory techniques.	Use editing strategies to refine writing.	Use prewriting strategies including brainstorming and graphic organizers.	comprehension of fiction.	reading strategies to increase	Apply a variety of	for purpose of reading.	material and explore	:	words.	as analyzing key	written instructions	Follow oral and	reflecting on tests.	for taking and	Identify methods
					Visual aids	Handouts	Binders/folders	materials	Teacher-made		Student planner	supplemental materials	Student workbook with			
						reflection	Student	Quizzes	assessment	Self-	Checklists		Pre/Post Tests			

										study strategies.	essential for	Own Test is					
									created by their peers	 Take a practice test 	means of studying	 Develop questions that might be on a test as a 	Student will:				
					leachet, ask a parent)	after school with the	myself, with a partner,	How should I study (ie: by	test?	What vocabulary should be		study test?	How do I determine key				
Select and use a variety of note-taking strategies.	Select and use a variety of memory techniques.	Use editing strategies to refine writing.	Use prewriting strategies including brainstorming and graphic organizers.	comprehension of fiction.	increase	Apply a variety of		material and explore for purpose of reading.	Preview reading	words.	as analyzing key	using strategies such	Follow oral and	reflecting on tests.	for, taking, and	effective in preparing	T1
					Visual aids	Handouts		Binders/folders	materials	Toolor modo	Student planner	supplemental materials	Student workbook with				
						reflection	Student	Quizzes	assessment	Self-		Checklists	Pre/Post Tests				

				× 0 × -	4
				Strategies is essential for study strategies.	
			 Matching Completion Essay/short answer 	 Approach different testing formats, including: True/false Multiple choice 	Student will:
			night)	study?(make a study test, make index cards, study quietly or with background noise study a little each	What are the best strategies
Select and use a variety of memory techniques. Select and use a variety of note-taking strategies.	Use prewriting strategies including brainstorming and graphic organizers. Use editing strategies	Apply a variety of reading strategies to increase comprehension of fiction.	Preview reading material and explore for purpose of reading.	written instructions using strategies such as analyzing key words.	Identify methods effective in preparing for, taking, and reflecting on tests. Follow oral and
		Handouts Visual aids	materials Binders/folders	Student planner Teacher-made	Student workbook with
		reflection	Quizzes Student	Checklists Self-	Pre/Post Tests

						study strategies.	Analyzing Mistakes is essential for				
						,	 Reflect on test-taking and test-preparation strategies 	Student will:			
							in the future?	What can I do differentlyl			
variety of memory techniques. Select and use a variety of note-taking strategies.	Use editing strategies to refine writing. Select and use a	Use prewriting strategies including brainstorming and graphic organizers.	increase comprehension of fiction.	Apply a variety of	Preview reading material and explore for purpose of reading.	words.	using strategies such as analyzing key	Follow oral and	for, taking, and reflecting on tests.	effective in preparing	Identify methods
			Visual aids	Handouts	materials Binders/folders	Teacher-made	Supplemental materials Student planner	Student workbook with			
				Student reflection	Quizzes	Self- assessment	Checklists	Pre/Post Tests			

			s e C	-1	
			Grades is essential for study strategies.	Tracking	
			using grade tracking	Student will: • Analyze trends in	
			What are the advantages of tracking my own grades?	Why is it important to track my adcademic	
brainstorming and graphic organizers. Use editing strategies to refine writing. Select and use a variety of memory techniques. Select and use a variety of note-taking strategies.	increase comprehension of fiction. Use prewriting strategies including	material and explore for purpose of reading. Apply a variety of reading strategies to	as analyzing key words. Preview reading	Follow oral and written instructions	Identify methods effective in preparing for, taking, and reflecting on tests.
	Visual aids	Binders/folders Handouts	Student planner Teacher-made materials	Student workbook with supplemental materials	
		Quizzes Student reflection	Self- assessment	Pre/Post Tests Checklists	

			0	Creating a Rubric is essential for study strategies.	
				Student will: • Generate a project rubric	
				What is a rubric? What are the benefits of using a rubric?	
Select and use a variety of memory techniques. Select and use a variety of note-taking strategies.	Use prewriting strategies including brainstorming and graphic organizers. Use editing strategies to refine writing.	Apply a variety of reading strategies to increase comprehension of fiction.	Preview reading material and explore for purpose of reading.	Follow oral and written instructions using strategies such as analyzing key words.	Identify methods effective in preparing for, taking, and reflecting on tests.
		Handouts Visual aids	Teacher-made materials Binders/folders	Student workbook with supplemental materials Student planner	
		reflection	assessment Quizzes Student	Pre/Post Tests Checklists Self-	

Identify methods effective in preparir for, taking, and reflecting on tests.	
tify methods ctive in preparing taking, and seting on tests.	

Unit 6: Goal Setting

Brainstorm short- and long-term goals. Visual aids Student workbook with supplemental materials
Student workbook v supplemental mater
with ials

						achieving goals.	is essential for	SMART Goals
 Set realistic goals and create plans to help them achieve goals 	their goals	attempting to achieve	encounter when	obstacles they might	 Consider the potential 	action steps	more manageable	composed of smaller,
		,	What are long-term goals?		What is a SMART goal?		setting a goal?	What is the rationale for
	goal.	reaching a SMART	series of steps for	Explore and apply a		characteristics.	SMART	Create goals with
Visual aids	Handouts		Binders/folders		materials	Teacher-made		Student planner
	reflection	Student		Quizzes		assessment	Self-	

Unit 7: Decision Making and Problem Solving

Making Quick Decisions is essential for problem solving.	Making Tough Decisions is essential for problem solving.	Enduring Understanding
 Explore the process of decision making by thinking about the consequences of their actions Apply the decisionmaking process to reallife scenarios 	Student will: Explore the process of decision making Apply the decision-making process to a scenario	Learning Objectives
To what extent do I make my own decisions? How do I anticipate the consequences of my decisions?	To what extent do I make my own decisions? How do I anticipate the consequences of my decisions?	Essential Knowledge
Recognize and articulate a problem. Evaluate options when making a decision. Identify sources for gathering information to aid in the decisionmaking process.	Recognize and articulate a problem. Evaluate options when making a decision. Identify sources for gathering information to aid in the decisionmaking process. Decide on and implement on the appropriate option. Predict possible outcomes and consequences.	Suggested Strategies
Student workbook with supplemental materials Student planner Teacher-made materials Binders/folders Handouts Visual aids	Student workbook with supplemental materials Student planner Teacher-made materials Binders/folders Handouts Visual aids	Resources and Materials
Pre/Post Tests Checklists Self- assessment Quizzes Student reflection	Pre/Post Tests Checklists Self- assessment Quizzes Student reflection	Suggested Assessments

Unit 8: Learning Strengths

Enduring Understanding Identifying Learning	Learning Objectives Student will: Understand the basic concept of learning	Essential Knowledge How do I determine what my learning strengths and needs are?	Suggested Strategies Identify learning strengths and areas for improvement.	Resources and Materials Student workbook with supplemental materials
Learning Strengths is essential for identifying learning strategies.	 Onderstand the basic concept of learning differences Understand the basic intelligences found in Gardner's Theory of Multiple Intelligences (MI) Complete an assessment of their individual forming. 	my learning strengths and needs are? How do I turn my learning need into a strength? How do I apply me learning strengths to different subjects?	improvement. Understand the relationship between learning strengths and various academic content areas. Demonstrate and reflect on how to use	Student planner Teacher-made materials Binders/folders Handouts
	strengths according to MI Tally their personal learning strengths Tally responses for the class as a whole		learning strengths to optimize academic performance.	
Experiencing Multiple	Student will: • Understand the intelligences involved	What are the multiple intelligences?	Identify learning strengths and areas for improvement.	Student workbook with supplemental materials
Intelligences is essential for	in completing various activities	How do I develop learning strategies based on how I	Understand the	Student planner
identifying learning	 Reflect on which activities are personally 	learn best?	relationship between learning strengths and	Teacher-made materials
strategies.	most enjoyable and/or challenging		various academic content areas.	Binders/folders Handouts
			Demonstrate and reflect on how to use learning strengths to	Visual aids
			rearing sucugin	310

performance.	optimize academic	