

Appendix B
Simplified Lesson Planning and Reflection Document
(for ongoing lesson planning – hand-written or typed)

available for download/adoption from School-University Partnerships website:
<https://web.edu.hku.hk/sup-partners/professional-practicum/useful-forms-for-download-useful-links>

Lesson Plan			
Date:	Time:	Class:	Focus:
Aims To enable pupils to:			
Previous learning			
Potential problems and solutions			
Materials and aids			
Lesson stages			
(Use as many stages/pages as necessary to ensure thorough planning of the lesson.)			
Reflection			
What strategies worked well? Why? What were the effects of these strategies on the pupils?			
What didn't work so well? Why? What were the effects of these strategies on the pupils?			
What would I do differently if I were to teach this lesson again to a similar class? What would the potential effects of these changes be on the pupils?			