



| lesson detail

LEARNING OBJECTIVES | Work collaboratively with classmates to develop an action plan | Form committees to carry out tasks on their action plan | Plan implementation of those tasks for which they are responsible in committees

1> INTRODUCE STEP FIVE.

This is the step in the Process when students actually develop and implement their project - it's what everything has been building up to.

Students will be discussing what needs to happen in order for them to carry out their project, and will then work in committees to complete all of the tasks.

It's important for students to be thinking about evaluation and sustainability. How will they know if their project is successful, and how are they ensuring it will be maintained in the coming years?

2>

Ask students to restate the issue they selected in Step Two. Make sure they are stating the issue, not the project.

Review the goal and the strategy set in Step Four, identifying the stakeholders involved in this issue.

Revisit the course of action decided on in Step Four.

Review and explain the headings of the Action Planning Sheet.

Based on the Process thus far, have the students complete all but the "Key Parts of the Strategy" section.

3> BRAINSTORM POSSIBLE ACTIVITIES REQUIRED TO IMPLEMENT THE STRATEGY AND REACH THE PROJECT GOAL.

Have students write tasks and activities on sticky notes, one task or activity per note.

4> ORGANIZE THESE ACTIVITIES INTO TASKS AND COMMITTEES.

As a group, review the sticky notes and organize them into categories. These categories will determine the committees to form. Use the completed Action Planning Sheet as an example for students. Committees will vary greatly, but may include communications, fundraising, publicity, budgeting, managing, event coordinating, specific strategies, etc.

Students should now fill in the "Key Parts of the Strategy" section of the Action Planning Sheet with these categories. These categories together make up the overall strategy.

5> DETERMINE COMMITTEE MEMBERS.

Decide how you will form committees. For example, you might try:

Assign your students to committees based on their interest or abilities

Allow your students to self-select their committee assignments using sign-up sheets

Designate (or allow the class to choose) a leader or captain and a note-taker for each committee

6> COMMITTEES CONDUCT THEIR PLANNING.

Each committee should complete the Committee Task Sheet together, and then present their plans to the rest of the class. Display the completed Committee Task Sheet on a projector if needed.

As a large group, the students should discuss each committee's plan and give feedback to ensure success.

Committees should complete a preliminary budget based on the resources they think their committee will need. The Committee Budget provides a template for this if needed.

7> DEVELOP A PROJECT TIMELINE.

As a class, discuss how much time the implementation of the plan will take. Decide what tasks should be completed as homework.

In order to assist students in developing realistic time frames, "back-planning" can be used to map out a sequence of events. Students are given a date by which all tasks must be accomplished, then they establish their individual due dates for completing tasks based on the sequence in which all tasks need to be accomplished.