

PLANNING YOUR ONLINE SESSION

HOW IT WORKS

To help plan your online session, consider arranging the collapsed method cards on a timeline as shown here. Use the additional components (highlighted in yellow), and replicate them on a white-board or table.

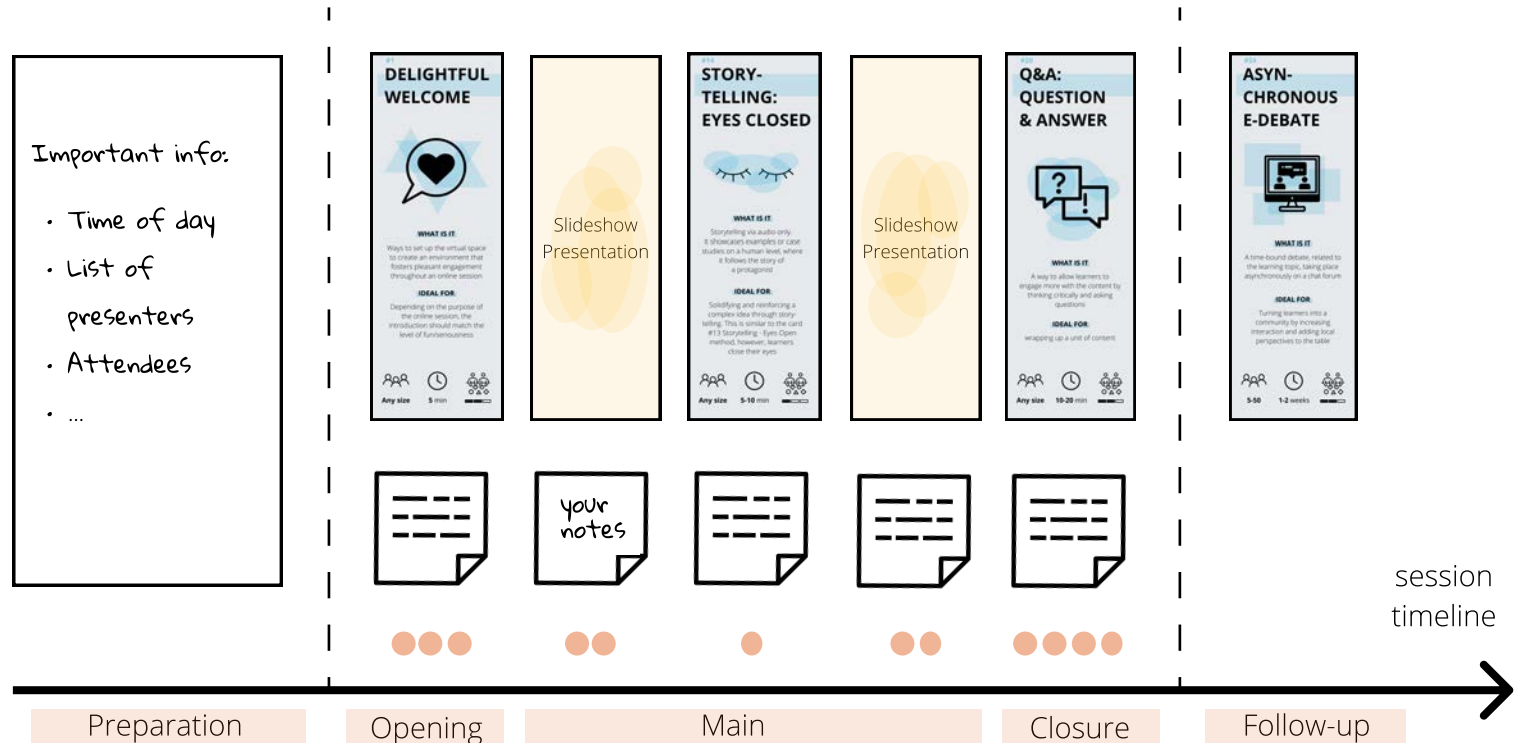
Requirements

...if you have a table:

- printed method cards
- sticky notes or pieces of paper
- a pen

...if you have a whiteboard:

- printed method cards
- magnets
- sticky notes
- a pen and whiteboard marker



How long will your online event be?

Use lentils, peas or magnets to keep track of the length of your event. Each piece can equal 5 minutes. So, if your event is one-hour long, you have 12 ● to distribute underneath the cards.

Establish the purpose of your online session

- What do you want to achieve in this session? What value will it bring?
- What content is relevant to your learners? What is the main thing you want them to takeaway?
- What experiences do you want to give your learners? Is there a focus on interaction, learning, assessment or reflection?