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 whiteboard 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

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?

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.