

Learning organizer

This form will help session attendees discover meaning in their learning and record it for future use.

What do you already know about the topic?	What do you hope to learn about the topic?
Notes about the new learning	
Additional insights <ul style="list-style-type: none">• How can this improve instruction? • How might you use elements of this topic at your school?	<ul style="list-style-type: none">• How would you adapt this to make it applicable to your school? • With whom might you work if you were to implement this at your school?
Reflection and planning	
Next steps	

Source: Adapted with permission from Gail Ritchie, instructional coach, Fairfax County Public Schools (Va.)

Names and needs

Session topic: _____

Learning session attendees should complete this form in advance to help the session leader get to know attendees better and help guide session planning. Use the “What am I good at?” and “What would I like to see in action?” columns to assess needs and help pair learners with more experienced mentors.

Name	Date	What am I good at?	What would I like to see in action?	I work best		Regarding my level of knowledge about this topic, I			
				In groups	Independently	Have not heard of it before	Have only cursory knowledge of it	Am somewhat familiar with it	Am an expert

Source: Adapted with permission from Gail Ritchie, instructional coach, Fairfax County Public Schools (Va.)