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| http://ntn-mis-shp1/functional/marketing/College%20Logos/NPTCG-Logo-CMYK-Small.jpg | **Scheme of Work****Course: Certificate in Post graduate Education****Unit/subject:**  | **Lecturers name: Tony Burgoyne/William Davies****Total number of hours: 120****Number of weeks: 30** **Start date:** **End date:** **Room number: Remote learning,** **Time from 8,00am-12.00pm UK 4.00pm-8.00pm China**  |
| **Session Number** | **Objectives of the session****(including specific resources required)** | **Cross Cutting Themes** | **Assessment**  | **Blended****Flipped****Digital****Learning** **Elements of the lesson** |
|  |  |  |  |  |
| 1 | * **8.00am – 10.00am**
* Registration
* Ice breaker
* Pen portraits/Group students
* Aims and objectives for the lesson.
* **Introduction to module and 0365** **Q&A**
* Tools on Microsoft office, VooV & Teams
* 20 mins break.
* **10.20am - 12.00pm**
* Evidenced based teaching. **Q&A**
* Introduction overview for course **Q&A**
* Padlet Quiz for understanding main aims.
 | x | x |  | x | x | QuizzesPadletQ&AProduce a pen portrait.Hands up | Online deliveryMoodle0365Upload pen portrait to assignments in teamsVooVPadlet |
| 2 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 1
* Aims and objectives for the lesson.
* **Importance of planning**
* Blooms Taxonomy **Q&A**
* 20 mins break
* 10.20am – 12.00pm
* PAR lesson planning **Q&A**
* Produce a lesson plan.
* What are Aims and objectives? Q&A
* Schemes of work
* Padlet Quiz for understanding main aims.
 | x |  | x |  | x | Quizzesproduce a lesson plan.Q&AFormative assesment | Online deliveryUpload lesson plan to assignments in teamsMoodle0365VooVPadletQuizzes |
| 3 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 2
* Aims and objectives for the lesson.
* **Create a climate that promotes positive learning.**
* PowerPoint. **Q&A**
* 20 mins break.
* 10.20am – 12.00pm
* The learning environment PowerPoint **Q&A**
* Hand out rich learning environment go over **Q&A**
* Activating prior knowledge **Q&A**
* Padlet Quiz for understanding main aims.
 | x | x |  | x | x | Q&ADiscussionChat and hands up | Online deliveryMoodle0365VooVTeamsPowerPoint Ted talksYou tube |
| 4 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 3
* Aims and objectives for the lesson.
* **Planning learning events**
* PowerPoint lesson planning **Q&A**
* Look at some completed L/P long & short **Q&A**
* **20 mins break.**
* 10.20am – 12.00pm
* Smart Planning, PowerPoint **Q&A**
* Show **presentation for the Micro-teach Q&A, lots**
* Padlet Quiz for understanding main aims.
 | x | x | x |  |  | Q&AsChat You tube clip | Online deliveryMoodle0635VooVPowerPoint  |
| 5 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 4
* Aims and objectives for the lesson.
* **Understanding learners needs, goals & feedback.**
* Identifying learners needs PowerPoint **Q&A**
* 20 Mins break.
* 10.20am – 12.00pm
* Goals and feedback PowerPoint **Q&A**
* Two ticks and a wish, **Q&A**
* Go over **presentation for the Micro-teach again Q&A, lots**
* Padlet Quiz for understanding main aims.
 | x | x |  | x |  | Q&ADiscussionChatFormative and summative assessment | Online deliveryMoodle0365VooVPadletQuizzes |
| 6 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 5
* Aims and objectives for the lesson.
* **SWOT analysis, Smart targets and learning styles.**
* Gray’s personality test PowerPoint **Q&A**
* Students to give themselves an animal.
* Smart targets **Q&A**
* **20Mins Break**
* 10.20am – 12.00pm
* SWOT PowerPoint
* Students to produce a SWOT.
* Padlet Quiz for understanding main aims.
 | x | x |  |  | x | Produce a SWOT. Chooses an animal.Q&ADebate Own learning style | Online deliveryMoodleUpload SWOT to assignments in teams0365VooVPadletQuizzes |
| 7 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 6
* Aims and objectives for the lesson.
* **Participation, Blooms and meddle and mission.**
* Participation PowerPoint **Q&A**
* Blooms taxonomy **Q&A**
* **20Mins break**
* 10.20am – 12.00pm
* Effective feedback/forward, Meddle and mission.
* Show PowerPoint **Q&A**
* Padlet Quiz for understanding main aims.
 | x | x |  |  |  | Q&ADiscussionChatFormative and summative assessment | Online deliveryMoodle0365VooVTeamsPowerPoint Ted talksYou tube |
| 8 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 7
* Aims and objectives for the lesson.
* **Assessment for learning & presentation skills Q&A**
* Bill and Ted **Q&A**
* Assessment PowerPoint **Q&A**
* **20 Mins break**
* 10.20am – 12.00pm
* Summative/formative assessment **Q&A**
* Presentation skills **PowerPoint Q&A**
* Padlet Quiz for understanding main aim.
 | x | x |  | x |  | Produce a work sheet Bill and TedQ&As | Online deliveryUpload B&T to assignments in teamsMoodle0365VooVPadletQuizzesTeams |
| 9 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 8
* Aims and objectives for the lesson.
* **Questioning techniques Q&A**
* Questioning workshop **Q&A**
* **20 mins break**
* 10.20am – 12.00pm
* POSE, Pause, Pounce, Bounce **Q&A**
* Questioning toolbox **Q&A**
* Padlet Quiz for understanding main aims
 | x | x | x |  |  | Q&ADiscussionQuesting toolboxHands up and chat | Online deliveryMoodle0365VooVPadletQuizzes |
| 10 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 9
* Aims and objectives for the lesson.
* **Differentiation Stretch and challenge & planning Micro-teach.**
* Differentiation workshop **Q&A**
* **20 mins break.**
* 10.20am – 12.00pm
* Stretch & Challenge PowerPoint **Q&A**
* Planning Micro teach, lesson plan, PowerPoint & timings.
* Padlet Quiz for understanding main aim.
 |  | x |  | x |  | Q&ADiscussionChatFormative and summative assessment | Online deliveryMoodle0365VooVTeamsPowerPoint Ted talksYou tube |
| 11 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 10
* **Week one micro teach presentations.**
* **MICRO teach presentations first 4, 30 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* **20 mins break.**
* 10.20am – 12.00pm
* **MICRO teach presentations last 4, 30 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* Whole class feedback/forward from presentations evaluation
* Close
 | x |  | x |  | x | PresentationLesson planPeer evaluationPresentation materials, Q&AsFormative & summative assessment | Online deliveryMoodle0365VooVPadletTeams YouTubeUpload lesson plan, PowerPoint to assignments in teams |
| 12 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 11
* **Week two micro teach presentations.**
* **MICRO teach presentations first 4, 30 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* **20 mins break.**
* 10.20am – 12.00pm
* **MICRO teach presentations last 4, 30 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* Whole class feedback/forward from presentations evaluation
* Close
 | x |  | x |  | x | PresentationLesson planPeer evaluationPresentation materials, Q&AsFormative & summative assessment | Online deliveryMoodle0365VooVPadletTeams YouTubeUpload lesson plan, PowerPoint to assignments in teams |
| 13 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 12
* Aims and objectives for the lesson.
* **Evaluation, reflection and challenge toolkit**
* Self-evaluation feedback from presentations 400 words
* Refection PowerPoint **Q&AS**
* **20 mins break.**
* 10.20am – 12.00pm
* Evaluation sheet **Q&A**
* Challenge toolkit **Q&As**
* Padlet Quiz for understanding main aims for the day.
 | x |  |  | x |  | Q&AProduce an evaluation from the presentation 200 words.Sharing good practise | Online deliveryUpload evaluation to assignments in teams |
| 14 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 13
* Aims and objectives for the lesson.
* **Motivating learning/students in the classroom**
* PowerPoint. **Q&A**
* 20 mins break.
* 10.20am – 12.00pm
* Why observe teaching & peer assessment
* PowerPoint and work sheet
* **Q&A session**
* Padlet Quiz for understanding main aims for the day

Ask student to print out the work book for next week’s lesson, class room management topic | x | x |  | x |  | Q&AComplete the work sheets from motivation.  | Online deliveryOnline deliveryMoodle0365VooVPadletTeams YouTube |
| 15 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 14
* Aims and objectives for the lesson.
* **Classroom management**
* PowerPoint & workbook, **Q&A**
* 20 mins break.
* 10.20am – 12.00pm
* **Feedback & feedforward**
* PowerPoint & hand out
* **Q&A**
* Padlet Quiz for understanding main aims.
 | x | x | x |  | x | Q&AComplete workbook as the lesson flows and after each set task. | Online deliveryMoodle0635VooVPowerPoint |
| 16 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 15
* Aims and objectives for the lesson.
* **Formative and Summative assessment**
* PowerPoint. **Q&A**
* 20 mins break.
* 10.20am – 12.00pm
* **Different Ways to assess learning.**
* Question paper and PPPB
* **Q&A**
* Padlet Quiz for understanding main aims.
 | x | x | x |  | x | Q&AStudent to complete a list of the many different forms of assessment that they use in their teaching | Online deliveryStudent to complete question paper, ways to assess learning. Moodle0635VooVPowerPoint |
| 17 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 16
* Aims and objectives for the lesson.
* **Digital tools & Digital collaboration**
* **Pedagogy wheel, Q&A**
* Assignments in teams
* 20 mins break.
* 10.20am – 12.00pm
* **Moodle and SharePoint, quizzes.**
* **Q&A**
* Padlet Quiz for understanding main aims and key points.
 | x | x | x |  | x | Q&AOnline assessment through teams and assignment  | Online deliveryQuizzesStudents to work along side teacher looking at Moodle and SharePoint. |
| 18 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 17
* Aims and objectives for the lesson.
* **Flipped and blended learning**
* PowerPoint on flipping your classroom. **Q&A**
* **Ted talks presentation PPS**
* 20 mins break.
* 10.20am – 12.00
* **Assessment for learning**
* **PowerPoint**
* **Q&A**
* Padlet Quiz for understanding main aims and key points.
 | x | x | x |  | x | Q&AMake some notes regarding the TedTalk on Flipped learning | Online deliveryOnline deliveryMoodle0365VooVPadletTeams YouTube |
| 19 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 18
* Aims and objectives for the lesson.
* **Experimental learning**
* PowerPoint. **Q&A**
* 20 mins break.
* 10.20am – 12.00pm
* **Teaching and learning strategies, work sheet**
* **Teaching English as an additional language PowerPoint**
* **Q&A**
* Padlet Quiz for understanding main aims.
 | x | x | x |  | x | Q&AProduce a work sheet regarding learning strategies.  | Online deliveryStudent to complete a work sheet.Padlet |
| 20 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 19
* Aims and objectives for the lesson.
* **Mentoring and Tutoring**
* PowerPoint. **Q&A**
* 20 mins break.
* 10.20am – 12.00pm
* **Coaching & group learning**
* **PowerPoint**
* **Q&A**
* Padlet Quiz for understanding main aims.
 | x | x | x |  | x | Q&AComplete the workbook as the lesson goes along.Stage be stage.  | Online deliveryMoodle0365VooVPadletTeams YouTube |
| 21 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 20
* **Second micro teach presentations.**
* **MICRO teach presentations first 4, 30 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* **20 mins break.**
* 10.20am – 12.00pm
* **MICRO teach presentations last 4, 30 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* Whole class feedback/forward from presentations evaluation
* Close
 | x | x | x |  | x | PresentationLesson planPeer evaluationPresentation materials, Q&AsFormative & summative assessment | Online deliveryMoodle0365VooVPadletTeams YouTubeUpload lesson plan, PowerPoint to assignments in teams |
| 22 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 21
* **Second micro teach presentations.**
* **MICRO teach presentations first 4, 30 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* **20 mins break.**
* 10.20am – 12.00pm
* **MICRO teach presentations last 4, 30 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* Whole class feedback/forward from presentations evaluation
* Close
 | x | x | x |  | x | Q&APresentationLesson planPeer evaluationPresentation materials, Q&AsFormative & summative assessment | Online deliveryMoodle0365VooVPadletTeams YouTubeUpload lesson plan, PowerPoint to assignments in teams |
| 23 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 22
* Aims and objectives for the lesson.
* **Mentoring and Tutoring**
* PowerPoint. **Q&A**
* 20 mins break.
* 10.20am – 12.00pm
* **Coaching & group learning**
* **PowerPoint**
* **Q&A**
* Padlet Quiz for understanding main aims.
 | x | x | x |  | x | Q&AComplete the workbook as the lesson goes along.Stage be stage.  | Online deliveryMoodle0365VooVPadletTeams YouTube |
| 24 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 23
* Aims and objectives for the lesson.
* **Lesson starters & The differentiation device**
* PowerPoint. **Q&A**
* 20 mins break.
* 10.20am – 12.00
* **Habits of mind**
* **PowerPoint & hand outs**
* **Q&A**

Padlet Quiz for understanding main aims. | x | x | x |  | x | Q&AStudents match signs to habits and understand the meaning. Upload to assignments in teams | Online deliveryMoodle0365VooVPadletTeams YouTube |
| 25 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 24
* Aims and objectives for the lesson.
* **Effective teaching and learning**
* PowerPoint. **Q&A**
* 20 mins break.
* 10.20am – 12.00pm
* **Behaviour conversations**
* **PowerPoint**
* **Q&A**
* Padlet Quiz for understanding main aims.
 | x | x | x |  | x | Q&AStudent to debate behaviour in their classrooms and take notes.Record the lesson | Online deliveryMoodle0365VooVPadletTeams YouTube |
| 26 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 25
* Aims and objectives for the lesson.
* **Digital tools investigation**
* PowerPoint. **Q&A**
* 20 mins break.
* 10.20am – 12.00pm
* **Present finding**
* **Student to remotely present their findings.**
* **Q&A**

Padlet Quiz for understanding main aims. | X |  | X | X | X | Q&A sessionStudent to work in pairs to research a digital tool that they can use to present or assess a learning eventThen share their finding with their peers, in the lesson. | Online deliveryMoodle0365VooVPadletTeams YouTube |
| 27 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 26
* Aims and objectives for the lesson.
* **Reflection from course**
* PowerPoint. **Q&A**
* 20 mins break.
* 10.20am – 12.00pm
* **Recap main college values regarding teaching and learning.**
* **Students to have some time to work on their team presentations.**
* **PowerPoint**
* **Q&A**
* Padlet Quiz for understanding main aims.**??**
 | X | X | X |  | X |  | Online deliveryMoodle0365VooVPadletTeams YouTube |
| 28 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 27
* **Micro teach presentations.**
* **Team MICRO teach presentations first 2 groups, 45 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* **20 mins break.**
* 10.20am – 12.00pm
* **Team teach presentations last 2, 45 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* Whole class feedback/forward from presentations evaluation
* Close
 | x | x | x |  | x | Q&APresentationLesson planPeer evaluationPresentation materials, Q&AsFormative & summative assessment | Online deliveryMoodle0365VooVPadletTeams YouTubeUpload lesson plan, PowerPoint to assignments in teams |
| 29 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 28
* **Micro teach presentations.**
* **Team MICRO teach presentations first 2 groups, 45 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* **20 mins break.**
* 10.20am – 12.00pm
* **Team teach presentations last 2 groups, 45 mins each in total.**
* **Students not presenting producing evaluation feedback sheets from presentations.**
* **Teacher to evaluate each presentation and feedback on Teams.**
* Whole class feedback/forward from presentations evaluation
* Close
 | x | x | x |  | x | Q&APresentationLesson planPeer evaluationPresentation materials, Q&AsFormative & summative assessment | Online deliveryMoodle0365VooVPadletTeams YouTubeUpload lesson plan, PowerPoint to assignments in teams |
| 30 | * **8.00am – 10.00am**
* Registration
* Quizzes for recap from lesson 29
* Aims and objectives for the lesson.
* **Check all students work has been uploaded to assignments in teams.**

**• Presentation of certificates and closing ceremony.*** **Students to complete the evaluation on Moodle**
 | X | X | X | X | X | Produce an evaluation from the team presentation 200 words. | Upload evaluation to assignments in teamsStudents to complete the evaluation task on Moodle from the course, their last task |

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| **Resources required for this scheme of work:****(Patience & paracetamol)**  |