

Checklist for microteaching lesson plan

- Is the topic suitable for this group?
- Can the objectives really be achieved in the time allocated?
- Have I ensured that everyone will feel included and part of the session?
- Have I considered Functional Skills?
- Are the objectives SMART?
- Do I have a mix of activity with an appropriate balance of 'you do' and 'they do'?
- Have I planned to make best use of my resources, and will there be any problems concerning Health and Safety or availability?
- Have I included some form of assessment in my plan?
- Do I have a clear structure which includes a beginning, middle and end?
- Have I considered the 'reality factor'? Will what I have planned actually work in my setting?

