

Teacher/ Library Media / Technology Integration Form

Collaborative Lesson Plan Sheet

Please complete the form **at least one week** before the scheduled visit to allow the Library Media Coordinator time to locate and identify web sites, pull books for your Lesson, etc.

Teacher: _____ Grade: _____

Subject: _____ SCS Obj. _____

Write a **brief description** of the project.

What is the **Expected Digital Product** (Podcast, Glog, Photostory, Powerpoint, Video, etc.?) What materials will be needed? Computer access? Flash drives?

What types of Instructional Strategies for research will be used? Grouping of students such as large group discussion, small group investigation, and or individual research?

Instructional Timeline

How many visits will your class need in the media center and how long will each visit last? (list dates and lesson objectives for those dates)

How much time will be needed in the computer lab to complete the digital project?

What is the **Due Date** for the final project?

How will your students **share and communicate** their projects with others?

Please provide a *Student Copy* of the assignment as well as the **evaluation rubric** for the project and attach any handouts, lists, or other materials needed.

Responsibility Chart ~ Highlight media responsibilities

Before coming in the library media center

Teacher:	Media Coordinator
How will you introduce this unit in the classroom?	What preparations will the media coordinator need to make prior to your visit?
Build background knowledge for the students.	Locate and identify web sites (Through NCWiseOwl or WebPath Express).
Assign the project.	Pull books and reserve for your class
	Develop a Pathfinder
	Set up the Smartboard
	Help with creating rubric for the project

During the library media center visit

	What types of instruction do your students need from the Media Coordinator?
Monitor, redirect students	My students need help in the <u>following areas:</u>
Monitor student on the Internet	How to locate a book
Clarify the research questions for students	Help with a Destiny Library Search (Online Card Catalog)
Assist students with the research process	Big6 Research Model
Work with small groups	Evaluating Web sites
	Note-taking
	Other Information Skills Lessons
	Copyright Lessons (All projects must be in line compliance with Fair Use)
	Super 3 Lessons (K-2)
	Literature Appreciation/Award Books etc.

During time in the computer lab

Teacher	Tech Integrationist
Complete research in the media center	Schedule class in the lab
Monitor, redirect students	Help teacher select best tools to complete the project
Monitor students on the Internet	Demonstrate use of the digital tools, such as making a glog, podcast, etc.
Make sure all students complete and share the final project	Assist class with project

Reflection on the process and the product

What worked?	What worked?
What did not work?	What did not work?
What materials could be used for future lessons? What would you like to see added to other projects?	What information skills were evident? Which skills need improvement?
How could the lesson be improved?	How could the lesson and visit to the media center be improved?