SAMPLE SYLLABUS

Concept Mastery (CM) Routine: October 20, 2016 – December 8, 2016

Green indicates required submissions.

Blue indicates submissions that must be reviewed by the facilitator BEFORE they are implemented in the classroom.

Week	Dates	Time	Task	Required Submissions To Dropbox	Process/Session Questions	Dropbox OPENS	Dropbox CLOSES
1	10/20 4:30-6:30 pm	2 hours	**Virtual or Face-to-Face Mtg** Online navigation, syllabus, video/audio content, device co-construction, pre/post assessment data				
1	10/20 - 10/27		***Course Overview*** o all sessions ***Learn It*** o Learn It – Introduction o Understanding Concepts	o Concept Ladder	*What is the Concept Mastery Routine?* *What does it look like in operation?* *What evidence is there that it works?* *What do I have to understand about concepts to learn this routine?*	Oct. 20	Oct. 27
2	10/27 -11/3	1 - 2 hours	***Learn It*** o Description o Examples o Outcomes		*What visual device and teaching procedures are used in the Concept Mastery Routine?* *What does the Concept Mastery Routine actually look like when it is used?* *What aspects of the Do phase of the instructional sequence do you think would be most helpful to your students?* *What evidence exists that the Concept Mastery Routine works with academically diverse students?* *How might you measure student outcomes?*		
3	11/3-11/10		***Learn It*** o Wrap Up sessions ***Do It*** o Do It Introduction o Planning for Instructions	o Comprehension Check	*Are there any barriers to using this routine that you can think of?* *How might you overcome them?*	Oct. 27	Nov. 10
4	11/9 4:30-6:00 pm	1 ½ hrs	**Virtual or Face-to-Face Mtg** Using the CM checklist to draft your first diagram; student outcome data				

4	11/10 – 11/17	2 - 3 hours	**Do It** o Drafting the Device o First Classroom Trial o Wrap Up	o 1st Draft Diagram & 1st Diagram Checklist o Co-constructed Diagram o Download Student Outcome Report for the collecting of pre/post test data o 1st Classroom Trial Teaching Reflection Tool	*Name 5 concepts foundational to the Florida Standards and the Next Generation Sunshine State Standards that underlie the course and curriculum you are teaching.* *Of the 5 concepts you just named, identify the one that students find the most difficult.* *Make a note about the specific course and concept you will use with Concept Mastery.* *How will you measure the results of this first classroom trial?* *What question(s) might you ask students to engage them in a review of the process of concept analysis that you used while co-constructing the Concept Diagram?*	o Nov. 3 o Nov. 10 o Nov. 10	o Nov. 10 o Nov. 17 o Nov. 24
5	11/17 4:30-5:30 pm	1 hour	**Virtual or Face-to-Face Mtg** Debrief classroom implementation; student outcome data				
5	11/17 – 24 Thanks-giving 11/21-25	2 - 3 hours	**Refine It** o Refine It Introduction o Reflecting o Getting Better and Better	o Successes and Reflection form	*What can I learn from my initial experience with teaching this routine?* *What changes or alternatives should I consider in my implementation of this routine?*	Nov. 10	Nov. 24
6	11/24 – 12/1	2 - 3 hours	**Refine It** o Second Classroom Trial o Wrap Up	o 2nd Draft Diagram & 2nd Diagram Checklist o Co-constructed Diagram o 2nd Classroom Trial Teaching Reflection Tool	*How will I teach this routine the second time?*	o Nov. 17 o Nov. 17 o Nov. 24	o Dec. 1 o Dec. 1 o Dec. 8
7	12/1– 12/8	1 - 2 hours	**Use It** o All sessions	o Plan Sustained Use o Available Resources o Teacher Satisfaction Survey o Student Satisfaction Survey (requires student input) o Student Outcomes Report o Administrative Support Plan o Course Evaluation	*What is the larger context for considering the use of this and other Content Enhancement Routines?* *What resources are at my disposal to enhance my use of the Content Mastery Routine?* *Am I meeting students' needs and making progress in my growth as an effective teacher?* *What important administrative issues pertain to the integration of Content Enhancement Routines?*	All dropbox items during this week open Nov. 24	All dropbox items during this week close Dec. 30

Note: The teacher videos/audios include outdated statements such as FCAT and Sunshine State Standards. Although outdated, the references are still valid.