

Webinar Title -Lesson Plan Template

The **Lesson Plan** will provide you with a guide on how to structure your webinar. You will find a list of tools and suggested workflows to help achieve the webinar learning objectives. You will find some examples, suggestions and resources to support your webinar and the live demonstration of the tools. You will be able to use the content provided but we recommend that you customize the plan to suit your school (or district) needs.

Webinar Title Lesson Plan

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| **Brightspace Tools Used in This Webinar:** |
| * Tool 1 * Tool 2 * Tool 3 |

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| **Webinar Learning Objectives:** |
| * Objective 1 * Objective 2 * Objective 3 |

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| **Suggested Webinar Flow** | **Presenter Notes** |
| **Introduction (slides x-x):**   * Include notes and important introduction information here |  |
| **Useful information and terminology (slide x):**   * Tools and terminology important for today’s webinar |  |
| **Live Demo (slides x-x):**  *Learning Objectives:*   * Objective 1 * Objective 2 * Objective 3   *Demo*   * **Demo 1** * Include suggested demo workflow/steps * Include important District information/highlights or value props * Include some helpful tips! * **Demo 2** * Include suggested demo workflow/steps * Include important District information/highlights or value props * Include some helpful tips! * *learning conversations* * **Demo 3** * Include suggested demo workflow/steps * Include important District information/highlights or value props * Include some helpful tips!   *How-To slides (slides x-x):*   * These slides are not needed for the demo but are great resources for your educators to use after the webinar. These slides can also be used if the presenter is unable to do a live demo.   *Learning Objectives Achieved*   * Objective 1 * Objective 2 * Objective 3   *Take Away Activity*   * Want some ideas to get started? Try one of the following:   + Sample activity 1   + Sample activity 2 |  |
| **Resources and thank you (slides x-x):**   * Here are some resources specific to today’s topic and Brightspace, including a link to D2L’s Parent and Guardian support site (Be sure to highlight any District specific resources as well!) * There are also many quick tutorial videos available! These resources are organized pedagogically. Every underlined item is linked to a tutorial video. * Thank you so much for taking time to join us to learn about video tool options in Brightspace! We’d love to see the great ways you use Brightspace. If you have Twitter, use our board hashtag and #D2LK12 so we can all see great examples of how to use Brightspace! |  |