

instructions

Agenda Slides

Links

[Agenda Slides](#)

Preparation

- Click the link to copy it to your drive.
- There are 36 slides- one for each week. There is a number in the lower left hand corner to let you know the week number of the slide.
- Each week has a different Word of the Week.
- You can edit the boxes as needed. I did an example on slide #1.
- I copy the slide from this presentation and paste it into my daily slides.
 - Check out this video about what I include in my daily slide deck.

How to Use the Agenda Slides

- Type the date (day and month)
- Add in your goal. A lot of times this is the same for a week or two.
- Add in the activities for the day.
- Add the materials students will need for the class. I put everything including the book and the page number they need to turn to. The goal is to have everything ready so the transition times between activities is minimal.
- Have the slide displayed on your board. When the first couple students walk into your room, start the timer. The expectation is that students will get all of their materials out in the first

three minutes. You will need to practice this expectation several times before students do it automatically.

- This slide is a great way to start every class period in an organized and structured manner.