



ORGANIZED PLANNING:  
ESSENTIALS PARENT PLANNING  
TEMPLATES (+NOTES)





(PSSSST)

### BEFORE YOU BEGIN...

No two tutors are the same and no two classes are the same. Put your energy into creating a unique and carefully created plan.

### A FEW THINGS YOU SHOULD KNOW...

{TIP 1: Save your plans for future tutoring, though your plan may change from year to year, it's a good resource for the future!}

{Tip 2: It would be a good idea to laminate these templates, that way you can reuse them week to week or just visit my website and print more copies!}

{READY, SET, GO GET ORGANIZED!}



"To know God... ..and make Him known."

TUTOR LESSON PLANNING TEMPLATE  
EEL WEEK

10 minutes:

- Class Entrance/Attendance / Passport Sticker and Participation Coins/  
Announcements/Awards/
- Devotion \_\_\_\_\_  
\_\_\_\_\_
- Review  
Game(s) \_\_\_\_\_  
\_\_\_\_\_
- Review Grammar Terms  
\_\_\_\_\_
- Review structure, purpose, pattern, POS  
\_\_\_\_\_  
\_\_\_\_\_

10 minutes: New Charts or Chart Review

- Charts \_\_\_\_\_
- Point out \_\_\_\_\_

10 minutes:

- Introduce New Grammar Used in New Sentence Type \_\_\_\_\_
- New sentence diagramming \_\_\_\_\_
- Examples to teach \_\_\_\_\_
- Examples for them to try if there's time : \_\_\_\_\_

5-10 minutes: Another Mini Lesson found in EEL  
to cover?

5-10 minutes: Examples, using Question  
Confirmation Process





## TUTOR LESSON PLANNING TEMPLATE, IEW: WEEK

### 10 Minutes:

- Read pieces of last week's papers OR Introduce the new type of writing

### 15-25 Minutes

- Model the process / start a KWO \_\_\_\_\_
- Re-emphasize important points
- Answer Questions \_\_\_\_\_

### 5-10 Minutes:

- Mini-Lesson on new Stylistic Element on page \_\_\_\_\_
- Explain where to find examples of this to moms \_\_\_\_\_
- Examples to use to teach \_\_\_\_\_
- Activity/Examples for them to try \_\_\_\_\_





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# PARENT NOTES EEL WEEK

## Announcements:

- Review grammar terms
- Review sentence types

## New Charts or Chart Review

- Charts \_\_\_\_\_
- Important to Note \_\_\_\_\_

## New This Lesson

- New Grammar \_\_\_\_\_
- New Sentence Type to Learn Diagramming \_\_\_\_\_
- Examples to study

Another Mini Lesson found in EEL \_\_\_\_\_

More Examples, using Question Confirmation Process

Questions to ask tutor:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Thoughts/Ideas: \_\_\_\_\_





# PARENT NOTES, IEW: WEEK

Writing Unit / Process \_\_\_\_\_

- Outline Process \_\_\_\_\_
- Writing Process \_\_\_\_\_

Mini-Lesson on new **Stylistic Element** on page \_\_\_\_\_

- Where to find examples of this for moms \_\_\_\_\_
- Examples: \_\_\_\_\_

Mom's Homework:

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