

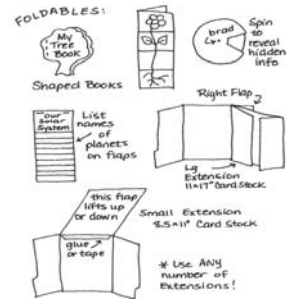
## Effective Planning and Unit Design Lap Book

A Student-centered, Interactive Note-taking/ Learning Strategy

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## Background: Foldables' Flexible Formats=Many Instructional Uses

- Google “foldables”
- Check out Web sit link.



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## Use Foldable To Take Notes



Use foldables with students to avoid this!



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## We Will Be Making A Lap Book and 7 Foldables:

1. Better Learning through Structured Teaching
2. Best Practice Instruction
3. Backwards Planning
4. A Conceptual Scheme for Reflective Practice (ideology, epistemology, pedagogy)
5. Authentic Assessment Tools
6. The Assignment Template: Reading Rhetorically
7. The Assignment Template: Writing Rhetorically

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## Materials Needed

- One letter-sized file folder
- 6 full sheets of colored paper, one half sheet, a frame strip, a “Teacher Responsibility-Student Responsibility” cut out and a frame strip
- Scissors and glue
- A gallon sized plastic zip-lock bag

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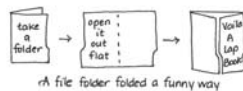
## Lap Book

- A Lap Book™ is a file folder folded a special way. Inside, students glue booklets they have made called Foldables.
- Foldables are folded pieces of paper which provide space for drawings, graphs, diagrams and written work.
- Lap Books™ provide:
  - motivation for reluctant learners
  - easily stored projects
  - an outlet for highly creative students
  - remarkably high subject matter retention
  - a review tool for students
  - an evaluation tool for teachers

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## Create Your Unit Planning Lap Book

- Open out your file folder so it is flat with the inside facing you.
- Fold the left side in, so it meets the center of the folder.
- Fold the right side in so it meets the center of the folder and “fits” the left side.
- Put your name on the folder tab.



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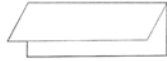
## Better Learning Through Structured Teaching

Douglas Fisher and Nancy Frey

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## Foldable # 1

- Hot dog fold, leaving about 1 ½ inches at the bottom.
- Trim ¾ inch from the bottom. Label bottom flap: *Best Practices. Adopted from Zelmema, Daniels, and Hyde, 1993.*
- Hamburger fold.
- Hamburger fold again.



### Hot Dog Fold

Fold a rectangular sheet of paper in half along the short side.



### Hamburger Fold

Fold a rectangular sheet of paper in half along the long side.

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## Foldable # 1: (Best Practices)

- Cut along fold lines on short side of fold to mountain top.
- Label flap # 1
  - Student centered
  - Democratic
- Label flap # 2
  - Experiential
  - Reflective
- Label flap # 3
  - Collaborative
  - Social
- Label flap # 5
  - Authentic
  - Holistic
  - Developmental
  - Challenging

Take notes as appropriate under each flap. Add notes from your reading if you wish.

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## Foldable #2

- Take one sheet of colored paper and do a taco fold.
- Trim extra paper.



### Taco Fold

Fold the corner of a sheet of paper over to create a triangle. Trim any excess.

### Four-Triangle Book



Begin with a square piece of paper. Fold in quarters, then unfold; these will be guidelines for the next fold. Fold each corner to the center point of the square.

You now have four triangular flaps to open. Enter information on both outside and inside of flaps, and also on the center square.

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## Foldable 2

- Label the outside triangle flaps as follows:
  - Focus Lesson (aka “mini lesson”)
  - Guided Instruction
  - Collaborative Work
  - Independent Work
- Paste a “Gradual Release of Responsibility” diagram in the center

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## For Instructional Planning

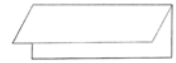
Instructional Framework:  
Release of Responsibility



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## # 2: Best Practices

- Hot dog fold, leaving about 1 ½ inches at the bottom.
- Trim ¾ inch from the bottom. Label bottom flap: *Best Practices. Adopted from Zelmema, Daniels, and Hyde, 1993.*
- Hamburger fold.
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### Hot Dog Fold

Fold a rectangular sheet of paper in half along the short side.



### Hamburger Fold

Fold a rectangular sheet of paper in half along the long side.

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## # 2: Best Practices con't.

- Cut along fold lines on short side of fold to mountain top.
  - Label flap # 3
    - Collaborative
    - Social
- Label flap # 1
  - Student centered
  - Democratic
- Label flap # 2
  - Experiential
  - Reflective
- Label flap # 4
  - Authentic
  - Holistic
  - Developmental
  - Challenging

Take notes on pedagogical specifics under the appropriate flap as we discuss each of these terms.

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## #3 Backwards Planning Foldable

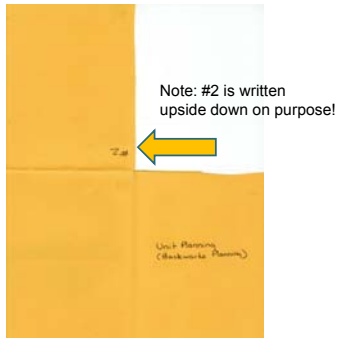
- Fold a piece of 8 ½" x 11" paper in half horizontally (like a hamburger).
- Fold it in half again horizontally (like a hamburger).
- Unfold the paper (just once so that it is still folded in half) and cut up (along the edge of the paper at the center where you can see the crease) to the mountain top.
- Open flat, lift the left-hand tab. Cut the tab off at the top fold line.



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### #3 Backwards Planning Foldable

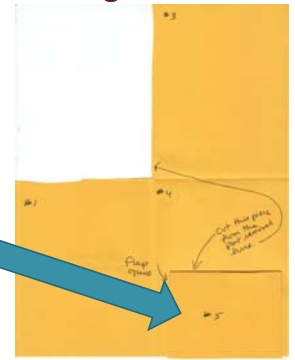
- Label front as per diagram.



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### #3 Backwards Planning Foldable

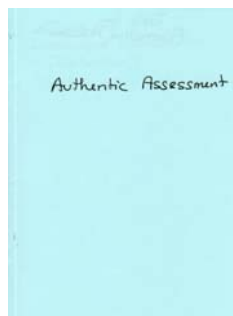
- Label back as per diagram.
- Fold cut out tab in half. Trim to fit on lower half of section #4. Paste onto section #4.



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### Authentic Assessment Foldable

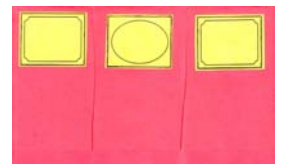
- Half sheet
- Hamburger fold.
- Store in baggie.



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### Ideology Chart Foldable

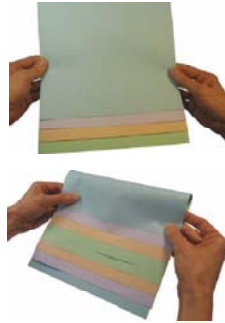
- Hot dog fold
- Fold the right side toward the center, trying to cover one half of the paper. (Make a mark here, but do not crease the paper.)
- Fold the left side over the right side to make a book with three folds.
- Open the folded book. Place your hands between the two thicknesses of paper and cut up the two valleys on one side only. This will form three tabs.
- Paste one frame on each flap and label: Ideology, Epistemology, Pedagogy



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## Assignment Template Flip Books

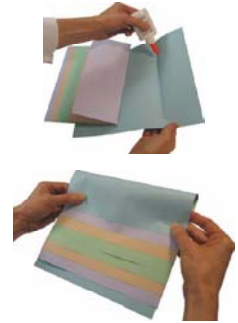
- Stack three sheets of different colored paper so that about 1" of the underneath papers are visible below the top sheet.
- Fold the top part down so that you see 6 "stripes of paper; the middle two will be the same color.
- When all of the tabs are equal distance apart, fold the papers and crease well.



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## Assignment Template Flip Books

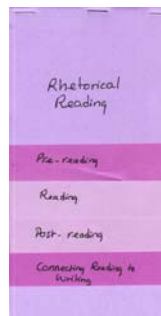
- Open the papers and glue or staple them together along the valley/center fold.
- Fold in half width-wise. Cut along fold to make two flip books.
- You may have to trim the edges a bit to fit the books onto the front covers of your lap book.



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## Assignment Template Flip Books

- Label one book RHETORICAL READING
- Label flaps:
  - Pre-reading
  - Reading
  - Post-reading
  - Connecting Reading to Writing



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## Assignment Template Flip Books

- Label one book RHETORICAL WRITING
- Label flaps:
  - Pre-writing
  - Writing
  - Revising and Editing
  - Evaluating and Responding
  - Appendices



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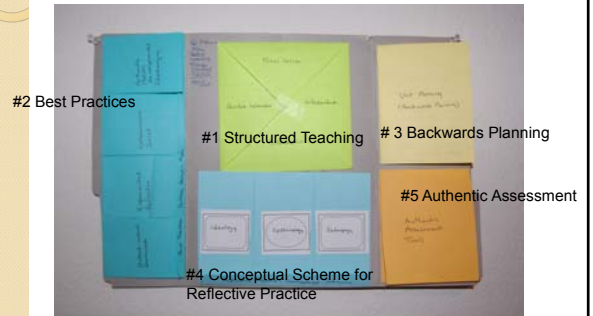
## Completed Foldables

- Label plastic zip lock bag with student name
- Store foldables in bag.
- **NOTE:** You may find it easier to take notes on the appropriate foldable **BEFORE** adding it to the lap book.

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## Assemble Planning Lap Book

INSIDE OF INSTRUCTIONAL PLANNING LAP BOOK



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## Assignment Template Flip Books

- Paste RHETORICAL READING on LEFT hand front cover of lap book.
- Paste RHETORICAL WRITING on RIGHT hand front cover of lap book.



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