I CAN SCHOOL

BOARD PROTOCOL AT A GLANCE

RIVERSIDE

"Hi there, I'm excited that you are planning to try out the Board Protocol process for yourself! I hope you found value in and enjoyed going through the pack and resources.

I invite you to use this **Quick '*At a glance*' checklist as a reference** to ensure that you do not miss out on any of the ingredients! It's really very simple to execute, and here are some things that I keep in mind during the process. **Feel free to innovate, translate and implement the way you want. And I would love to know how you have done it. Do Share your experience".**

☺ ***Archana Sethi***

I. My checklist:

SETTING THE TONE:

- ◻ Familiarize your students with the board protocol and explain to them the relevance of each section. You can mark the sections permanently on the board with white/black paint or stickers. (*as shown in the annotated board picture in the resources*)

BEFORE:

- ◻ Once you have decided on the venue for your session, plan out the best option to make visible your Board work. If the class is outdoors you could use a mobile board or even a simple chart paper.
- ◻ While planning for your lesson, think through When and How you're going to use the different sections of the board to build Relevance, Rigor and Relationships.
- ◻ Keep multi-coloured chalk/board markers handy to fill in the various sections on the board.
- ◻ We recommend that before the class, walk around and sit at the back of the class in different positions to ensure that the board is visible to all students. Check for glare/height/dark spots on the board and take corrective action as required.

DURING:

Step 1: Fill up the sections on your board

- ◻ The sections for 'Date', 'Topic' can be filled at the very beginning of the lesson, while students are settling in and setting-up their notebooks/materials, and before starting the actual instruction.
- ◻ Next, co-create the Criteria for the session and make visible the expectations from the students.
- ◻ The section for 'Relevance'/'Objective' should be filled in at the start of the lesson so that students become invested in the lesson. At times, if the teacher is conducting an exploratory session she can begin with a hook question for uncovering the objective of the session.
- ◻ The sections for 'Show Value' and 'Knowledge' can be filled during the lesson. Make sure to select the most suitable medium for visual reinforcement of the learning journey (eg. by drawing a table, or a flowchart, or an illustration, or writing key points/questions). Do remember, to make out a list of new vocabulary students are likely to encounter, or that you want to introduce during the lesson.
- ◻ Often all that it will take you to fill in the board is a couple of minutes, but it is in the organization of the board that children will make more meaning.

Step 2: Use the board to give direction to your session

- Look at the board as a compass to give you direction and keep your session aligned to the objective. In case you find that the delivery is getting side-tracked, use the board to bring back the lesson into focus.

Step 3: Document it!

- Don't miss the opportunity to take a picture of the board when the lesson is completed. It will act as a record and reference for evolving your teaching practice.
- The picture of the board also has a great recall value for your students to easily reconnect to this lesson at the beginning of the next lesson or before exams.

AFTER:

- At the end of the lesson remember to 'Close the Loop' with students. Ask students to look at the board and recall what they have learnt during the session. Ensure that the essence of the lesson is brought out by posing questions / having a dialogue with them.
- Go back to the 'Relevance/Objective' at the end of the lesson to reflect if it has been met.

CLOSING THE LOOP:

- Keep a record of all your board pictures and review them in a continuum over a month to reflect on your practice and refine it.
- You can also pair up with a colleague to do collaborative reviews for each other.

II. Some important Tips

- *An interesting way to teach could be to share your board plan with children who easily get distracted and make them your scribe. In this way they co-teach with you and remain focussed.*
- *On some KeyStage 1 boards (Pre-K to Grade 2), the 'Add Value' section can be marked as ' Criteria / Protocols' where basic expectations of student behavior during the session are co-created with them and explicitly written.*
- *While the smiley and sad face are a great way to notice individual students in the classroom, an educator can also use these to make visible his/her feel of group behavior/group performance during project work.*
- *It is not always mandatory to fill in all parts of the board. Use it flexibly based upon the requirement of your session.*