

“Hi there, I’m excited that you are planning to try out the **Making Learning Visible** process for yourself! I hope you have gone through the pack and enjoyed seeing the videos.

I invite you to use this **Quick ‘At a glance’ checklist as a reference** to ensure that you do not miss out on each 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”.**

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## I. My checklist:

### SETTING THE TONE:

- Discuss the upcoming event with the students and explain how it is a great opportunity for them to showcase what they enjoyed learning & how they learnt it.

### BEFORE:

- Timetable for MLVs at the start of the year.
- MLVs for each of the grades can be planned simultaneously or scheduled over different days, based on convenience and availability of spaces. Set aside an average of 1-1.5 hours for each grade.
- Brainstorm with students to decide what they are keen to showcase in terms of the units and how they want to present or showcase it (i.e., what languages of learning they will use). In the younger grades, teachers can help students identify the topic they want to showcase. (Make sure you show a variety, covering all beacons – also a balance of content and character).
  - *Check List of Languages of Learning – (Resources 1 and 2)*
- Begin planning a week before the scheduled date of MLV (one and a half week).
- Send an email invite to parents a week before the MLV. Follow up closer to the day.
  - *Check sample email template to parents. (Resource 3)*
- Coordinate with the school’s administrative staff in organizing the event and collating resources.
- Divide the grade into multiple groups based on the student strength area. Each group showcases a different topic to encompass all they have learnt as a grade. (Example: Grade 4 can be divided into various groups such as the Math group, English groups, Hindi Groups, Scientific thinking, Studio Art, IT group or the Socio-emotional groups etc).
- Choose two students from the grade as an anchor who will thread the whole MLV together, adding a bit of humour and personality.
- Have 5-6 children in each group to cover a class of 30 and to make sure that each child gets an opportunity to be involved in some way.

- Conduct a Dry Run a day before the actual event. At this time, provide ample opportunity to students for prototyping and scrutinizing their presentations with other teachers and/or buddies from older grades.
- Incorporate the feedback received here and do a final run through.

### **DURING:**

- The children showcase how they learn and what they learn.
- The format of how the students showcase can be interactive through small groups; ranging from demonstrating something, a game, hands-on-activity with parents, enacting or teaching parents on what they have learnt.
- Since the idea is to showcase how they learn what they learn - it can be achieved by the children making the parents do what they did while learning a certain concept or idea.
  - Example 1: The children become teachers while the parents are a captive audience for a math session on fractions using tools and strategies.
  - Example 2: The children recreate a scenario (for the parents) of an experience which they themselves went through in the last two months. For instance, giving an experience to the parents of working with only one arm, or going through the child labour experience, by making agarbattis in a small closed area.
- Be part of the audience and stay vigilant for any queries or issues.

### **AFTER:**

- Close the event by sharing the highlights of student learning to happen in the coming months, any upcoming major activity, or any key communication with the parents. Use it as a platform to invite parent support, expertise (if need be) on specific areas for the coming months.

### **CLOSING THE LOOP:**

- Reflect with the students on the relevance of the event, and how it was useful to them individually. Discuss with them things that went well and those that can be improved.

## **II. Some important Tips**

- For very young children (pre-K and K1/K2), the planning and implementation of the MLV can be more teacher driven in the beginning. In the subsequent terms or years it can move towards becoming more student driven.
- For the younger grades (Pre-k, K1/K2), this platform can also be used to explain a certain skill or technique to the parents by doing a little demo of what they are introducing e.g., Phonics, place value etc. This will help the parents to be on the same page when they are dealing with their children and can help them in their school assignments. (If more Hand holding is required, a separate 'How to Workshop' for parents can be planned for another day)