**Action Planning**

**Step One: *Identify Key Components***

Based on the information that you just viewed and knowing your target audience, identify the key components from this section you would like to include in your training.

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| **Section:** | **Critical Components to Convey in Training:** |
| * **Teacher Effectiveness** |  |
| * **Principal Effectiveness** |  |
| * **Instruction** |  |
| * **Student Learning Objectives** |  |
| * **Teacher of the Year** |  |

**Step Two: *Examples for Training***

Explore each tab in the Instruction element. Based on the critical components you selected in Step One, identify an example that is appropriate for your specific target audience. Include as much detail as you will need in order to remember how you located these examples and the process you used to access them.

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| **Section:** | **Example:** |
| * **Teacher Effectiveness** |  |
| * **Principal Effectiveness** |  |
| * **Instruction** |  |
| * **Student Learning Objectives** |  |
| * **Teacher of the Year** |  |