Create a Master Lesson Plan

Last Modified on 11/03/2020 12:35 am EST

Master Lesson Plans are created, edited, and deleted as follows:

- 1. Point to Classes in the menu bar and clickMaster Lesson Plans.
- 2. Click Add Lesson Plan. Name the Lesson Plan and enter a Description.
- 3. Click Save Changes. When prompted, click OK.

| | | Students | Classes | Events | Staff | Tran | sactions | Store | Reports | Staff Portal | Tools | | | | |
|--|--|----------------------|------------|---|-----------|----------|---|---|-------------|--------------|-------|-------|---|-------|----------|
| Jackrabbit Master Lesson Plans | | | | | | | | | | | | | | | : CBARNH |
| ← Return ✓ Save C | | | Changes | 🛛 Add L | esson Pla | n | | | | | | ?Help | | Send | d Ideas |
| | Master lesson plans are created, updated and deleted via this function. After you have setup Master Lesson plans, you can go to the appropriate class page and copy master lesson plans to that class and modify the copied lesson plan. | | | | | | | | | | | | | | |
| Flyi | lying Fish | | | | | | F | Rename | Delete | A | | | | | |
| Click on Lesson Plan name to <u>Pike</u> Click on Lesson Plan name to select. Once selected, click | | | | | F | Rename | Delete | | | | | | | | |
| | | | | | | | E | lename | Delete | | | | | | |
| Polywogs Starfish | | | | Create New Lesson Plan Item to add details to the Lesson Plan. | | | | <u>lename</u> | Delete | | | | | | |
| | | | - add deta | | | | | lename | Delete | • | | | | | |
| | | | | | | | | New Lessor | | | | | | | |
| | | | | | | 21 | record(s) fou | nd. <u>Excel</u> | Print Refre | <u>sh</u> | | | | | |
| # | | Lesson Name Theme | | | | | | Description | | | | | | Order | Delete? |
| 1 | Float on back | | | | | | Child mu | Child must be able to roll over and float on back unassisted for 5 minutes. | | | | | | 1 | |
| | Swim Un | wim Unassisted | | | | | | | | | | | | | |
| 2 | Treading Water | | | | | Child wi | Child will be able to tread water in deep water for 5 minutes unassisted. | | | | | | 2 | | |
| | Swim Un | wim Unassisted | | | | | | | | | | | | | |

Add Items to a Lesson Plan:

- 1. Select and click the Lesson Plan name.
- 2. Click **Create New Lesson Plan Item** In the pop-up window, add item**Name**, **Theme**, **Description**, and **Order**.
- 3. Click Save. Continue adding Lesson Plan items until the Master Lesson Plan is complete.
- 4. Click Save Changes.



Master Lesson Plans can be copied into an individual Class. Lesson Plans assigned to classes can be viewed in the **Staff Portal**.