

Class Implementation Planning Worksheet

Please complete this worksheet to guide your planning process. This form can be saved to your computer or printed for your records.

School Name: District:

Teacher Name: Email:

Clarify Your Goals

Identify your goal(s) for using Reading Plus with your students, and clarify how you will measure success.

Goals:

- Increase reading proficiency
- Increase comprehension
- Increase vocabulary
- Increase fluency
- Develop intrinsic motivation for reading
- Increase interest
- Build background knowledge
- All of the above
- Other:

How will you measure success?

Take an Inventory of Computer Resources

Determine how many Reading Plus students you can serve based on your current resources.

Computer Lab Resources

How many computers are in your school's lab or mobile lab?

Can lab computers be dedicated to Reading Plus students for 30-45 minutes, 3-5 times per week?
 Yes
 No

Classroom Computers or Tablets

How many computers or tablets are in your classroom?

Can classroom computers or tablets be dedicated to your Reading Plus students for 30-45 minutes, 3-5 times per week?
 Yes
 No

Considering the computer resources you have available for Reading Plus (3-5 times per week), please enter the number of Reading Plus students you can serve:

Identify Your Target Student Population

Consider the students you will serve, along with their approximate time requirements for Reading Plus each week.

- Tier I (At/Above Grade) ~1 hr of Reading Plus/week
- Tier II (Struggling) ~2 hrs of Reading Plus/week
- Tier III (Severely Struggling) ~2.5-3 hrs of Reading Plus/week

Other:



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Craft the Schedule

Consider the time and resources you have available. What type of weekly schedule will you assign to your students?

Recommended Assignments

(Based on InSight assessment results)

Recommended Assignments require different students to work for different amounts of time in Reading Plus.

View the [Class Placement and Schedule Report](#) to see students' recommended Assignments.

*** We strongly advise educators to follow these recommendations.**



Custom Program Assignments

(Students will all have the same number of assignments.)

How many lessons in each component?

Reading lessons/week (~15 min per lesson)

Vocabulary lessons/week (~10 min per lesson)

Visual Skills lessons/week (~10 min per lesson)

**If setting Custom Program Assignments, we recommend a minimum of 5 Reading lessons, 4 Vocabulary lessons, and 0 Visual Skills lessons each week.*

Based on the Assignments you will set, approximately how much time must you allocate for Reading Plus each week?

Hours

Minutes

Set Aside Time

Fill out the weekly calendar below to determine when students will complete Reading Plus lessons. Enter the number of minutes available for Reading Plus during each time period noted. Total weekly hours and minutes should equal or exceed what your weekly assignment schedule requires.

	Monday	Tuesday	Wednesday	Thursday	Friday	Weekend
Before School	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
School Morning	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
School Afternoon	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
After School	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
At Home	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



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Plan to Celebrate Success

Recognize your students' achievements on a daily, weekly, and monthly basis.

Daily

What to Celebrate

- Student earned a score of 80%+ on a Reading lesson
- Student earned a Combo (two 80%+ Reading lessons in a row)

Ways to Celebrate

- High five from you!
- Student earns a star to decorate her/his Reading Plus folder
- Student earns a ticket for a weekly raffle

Weekly

What to Celebrate

- Student completed all assigned Reading lessons
- Student completed all assigned Reading lessons with 80%+ comprehension
- Student completed all assigned lessons in all instructional programs
- Student earned Level Award

Ways to Celebrate

- You give lots of positive feedback!
- Student earns five minutes of free time
- Student earns a star to decorate her/his Reading Plus folder
- Student earns a ticket for a weekly raffle
- Students' Level Awards are printed and displayed on wall

Monthly

What to Celebrate

- Top students on *Class Leaderboard Report*
- Class achieves collective use or progress goals, based on *Class Leaderboard* statistics

Ways to Celebrate

- Top students from *Class Leaderboard Report* get recognition and a free-time pass or small prize
- Class gets a party or movie for meeting collective goal

Notes

Please use this section for notes or ideas.