

Tool 4: The 11-Step Focused Instruction Process

Step NUMBER	Explanation	Your Thoughts, Experiences, Questions, or Concerns
1. Analyze the Standard	Teachers decide what they need to teach, the depth they need to go, and what students are expected to know.	
2. Preinstructional Strategies	Teachers determine students' uniquenesses as well as academic skill levels.	
3. Goals and Purpose	Teachers tell students exactly what they are expected to learn and why.	
4. Brain Activators	Students learn and retain information better when they associate it with something they already know.	
5. Learn the Language of the Standard	Students need to know the terms and concept words of the lesson.	
6. Sequential and Active Instruction	Students must be engaged as they learn new content. Teachers should be aware of the expectations for the standard (essential, application, or complex thinking) and create teaching activities that differentiate for student readiness.	

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7. Check for Understanding	Instead of asking, "Are there any questions?" ask questions of your students, or engage them in summarizing the main points that you have taught.	
8. Student Practice with Scaffolding	Students engage in practice through the scaffolded levels of controlled, coached, and independent practice.	
9. Teacher Feedback	Teachers provide individual feedback to students on what they are doing correctly and incorrectly, with suggestions for improvement.	
10. Final Student Product	Students show how well they have mastered the material. The ideal assessment shows learning in a more meaningful way than a paper and pencil test.	
11. Student Reflections	When students have time to reflect, they process learning on a deeper level and transfer newly learned concepts into long-term memory.	