### Classroom Guidance Lesson Plan

**Sunset Ridge Elementary**

**Mindy Willard**

## Teacher/Grade Third Grade

**Date:**

**Lesson Topic:** Habit 3: Put First Things First

# Objectives

Students will understand how to prioritize tasks.

Students will know how to use a daily agenda.

# ASCA Standards

A: A2.2 Demonstrate how effort and persistence positively affect student learning.

C:A1.6 Learn how to set goals

C:CA1.7 Understand the importance of planning

PS: A1.3 Learn the goal-setting process

# 3rd Grade Standards

S3C2 PO 1. Record information (e.g., observations, notes, lists, charts, map labels and legends) related to the topic.

S1C6 PO 5. Extract information from graphic organizers (e.g., webs, Venn diagrams, flow charts) to comprehend text.

**Materials-** 7 Habits of Happy Kids Book, Activity cards on magnets (from story) post on board, Daily schedule/overhead and copies for students. Porcupine puppet (if possible), Habit 3 poster

Draw a line on board. On right put “most important” on left put “least important”

Pre Assessment: Open your class agendas, thumbs up if it is filled out.

**Anticipatory Set:**

1. “How many of you have a plan for how you spend your evenings? Do you know what needs to get done and in what order when you get home from school?”
2. Share what my evenings look like and why I do things in the order that I do.
3. “Today we are focusing on Habit 3 – Put First Things First” What do you thin this means? Tell your partner
4. Read poster “I spend my time on things that are most important. This means I say no to things I know I should not do. I set priorities, make a schedule, and follow my plan. I am disciplined and organized.”
5. Point to Daily Schedule on Teacher’s board and talk about why we have it.

**Activity I – “Pokey and the Spelling Test”**

1. Begin story, put first activity card up (spelling test) when story describes what Pokey needs to get done (next to most important).
2. Continue reading story, when we come to 2nd activity, ask a student to come up and place it where Pokey places it’s importance (in front of spelling test). Continue with story and calling on students to come up and shift cards.
3. Students will visually see that “studying for spelling test” gets moved further and further away from Most Important on the line.
4. When story is finished ask end of chapter questions and share Baby steps.
5. Facilitate discussion bout Pokey’s choices and how he prioritized his day and the consequences of that.

**Activity II – Creating a Daily Schedule**

1. Place overhead of Daily Schedule up. Explain the purpose of a daily schedule. Under “to do” write down everything that I have to get done today.
2. Together – put Dinner on our “to do list”. Now let’s cross dinner off our list and put it into our agenda under the time that we normally eat dinner.
3. I continue to demonstrate how I cross things off my “to do” list and put into my agenda.
4. Students will now do the same.
5. If time permits: discuss why we put certain tasks into certain time spots (priorities). Have students get out their agendas used for class and discuss how these can be used for the same purpose.

Post Assessment: Thumbs up if your agenda is filled out for today.

**Homework:** Place Daily Agenda on your fridge at home to help you remember what needs to get done and to remind you to use your own agenda daily.