APPENDIX B

Lesson Planner

Step #1
21st Century Skill: (choose one or more from box to right – FMI about these as defined by IMLS)

SKILL(S) this program builds:
➢ ________________________________
➢ ________________________________
➢ ________________________________

TIP: TO REALLY GET CLARITY ABOUT YOUR IDEA, ANSWER THE QUESTION “HOW?” THREE TIMES ABOUT EACH SKILL YOU CHOOSE!

TIP: CONSIDER STARTING OUT WITH FOCUS ON ONE AT A TIME, UNTIL YOU GET THE HANG OF IT.

How #1: This program builds through…

How #2: As well as through…

How #3: Finally, it builds through…

EXAMPLE: 21st Century Skill - information, media and technology skills

This program builds information, media and technology skills through comparing what traditional research materials and extended reality research materials have in common and what is different about them (How #1). Through the thinking exercise, participants consider important questions like topics covered, materials indexed or provided, and period covered (How #2). By looking at search results from both sets of materials participants can review search results and choose items from each search and list ways to determine their usefulness (How #3).
Notice that each time you answer the how and do so by building from one “how” to the next, this creates a thinking map that leads to clarity about what the purpose of the program is and exactly how the participant will sharpen a 21st century skill!

**Step #2**
Define how the XR Librarian is the facilitator of the program.

**INTRODUCTION OF ACTIVITY:**

- **What will participants learn:**
  
- **How will participant learn through this program:**
  
- **Why do participants care about learning this:**
  
- **Explain the equipment and safety set up of this program:**
  - **EQUIPMENT:**
  
  - **SAFETY PROCESS:**

- **Explain set up of the program and time allowed**
  
- **Explain activities (include main activity and readiness activities)**
  **MAIN ACTIVITIES:**
  A) 
  
  B) 
  
  C) 
  
  **READINESS ACTIVITIES**
  A)
2. TITLE OF THE PROGRAM

3. BACKGROUND ON TOPIC – think of three background categories and define three details about each

A) ________________________________ (main background category)
   1. Detail __________________________
   2. Detail __________________________
   3. Detail __________________________

B) ________________________________ (main background category)
   1. Detail __________________________
   2. Detail __________________________
   3. Detail __________________________

C) ________________________________ (main background category)
   1. Detail __________________________
   2. Detail __________________________
   3. Detail __________________________

4. MATERIALS LIST:
   A) ________________________________
   B) ________________________________
   C) ________________________________
   D) ________________________________
   E) ________________________________
   F) ________________________________

5. REFLECTING AND PROJECTING for participants
   - **3-2-1 reflection:** Have each participant record three things learned from the workshop, two things they thought were interesting and one thing that there are still questions about.
   - **Minute paper:** Have each participant write in response to a prompt, like: “What was the most important part of today’s workshop?”
   - **Clearest/Muddiest Point:** A version of the minute paper, this asks the participant to share what they learned and what is still confusing.
   - **Worksheet Collection:** If you have participants complete some kind of worksheet during the session, you can collect the artifacts and review them for signs of participant learning.

6. REFLECTING AND PROJECTING for XR librarian
   Keep it simple, write:
A) **One thing that went well.** Its important to remember that we do things well, and to celebrate them.

B) **One thing that could have been improved.** Remember that we are learners too, and that just like our patrons, we grow through out struggles and failures.

C) **One thing you want to follow up on.** Maybe you need to double check the collection or look into a question that you didn’t have an immediate answer. Write it down now.

**Step #3**
Create a pre and post feedback survey that measures the chosen 21st Century skill(s), specifically.

**Step #4**
Ensure the collection has the necessary items through reviewing the XRLearn content portal, the Lifeliqe content library and/or consultation with XRLibraries, Lifeliqe or the NSLAPR team.

**Step #5**
Launch the program and make sure the XR Librarian has:

1) Supplemental material to explain the activity
2) Access to the virtual reality experience and augmented reality objects
3) The pre and post feedback survey regarding the specific 21st century skill
4) Evaluation form for conclusion of program

**Step #6**
Market, communicate, measure and report

1) Marketing plan (see earlier elements)
2) Communications assignments
3) Data collection duties
4) Reporting duties