

## Digital Learning Planning and Reflection Tool

### *Maryland Health and Safety Best Practice Guidelines: Digital Devices*

This planning tool supports purposeful use of digital resources in teaching and learning.

<b>Lesson Objective</b>	
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<b>Digital Learning Tools</b>	
<i>Plan for purposeful and strategic integration of digital resources that support and enhance teaching and learning.</i>	
Digital Learning Tool(s)	How does this tool enhance the lesson?

<b>Technology Use During the Lesson</b>			
<i>Design learning opportunities that include and promote active engagement. Encourage students to be creators and producers of content.</i>			
Circle the different ways technology will be used during the lesson.			
Passive Uses (Consuming)			
Reading Text	Watching a video	Listening to audio	Examining an image
Viewing presentation slides	Watching a presentation/ simulation	Other (list)	
Active Uses (Producing/Creating)			
Creating a presentation	Writing a document	Participating in posted or verbal discussions	Engaging in gamified activities
Taking an active part in a simulation or field trip	Making choices within a digital application	Other (list)	

**Reminder:** *Include both passive and active uses of technology when appropriate. Encourage students to create, respond, and interact with lesson content – not just consume it.*

**Device Time**

*Limit time on devices – 10 to 20 minutes is recommended (less for very young students)*

Digital Application	Expected Time on Devices

**Learning Environments**

*Provide a variety of learning environments.*

Circle the learning environments being used during the lesson.

Assessment	Blended Learning	Collaborative Groups	Demonstration
Hands-on Practice	Independent Work	Lecture	Rotation Stations
Small Group Instruction	Student Choice	Whole Group Lesson	Other

**Collaboration**

*Provide learning assignments that include collaborative on and off screen opportunities.*

Describe how student collaboration will be used to allow students to process content, share ideas, or solve problems.

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**Lesson Reflection**

*After reviewing your plans, what changes will you make to better align the lesson with the Maryland Health and Safety Best Practices: Digital Learning?*

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