

Professional Development Situation: Coaching

Skill Focus: Preparing STEM Learning Opportunities

Time Required: 20 minutes

PLANNING COMPUTER SCIENCE EXPERIENCES

Participants will reflect on the computer science experiences they have led and learn to better prepare and manage CS learning.

Agenda

See the Skill in Action—10 minutes

- [Getting Youth Ready to Do STEM](#) video-based learning module

Make a To Do List – 5 minutes

Create Your SMART Goals – 5 minutes

- [SMART Goals Action Plan](#)

Materials

- Computer with internet connection and speakers
 - [Using a Focus Question](#) video-based learning module
- Pen or pencil
- Copy of the [SMART Goals Action Plan handout](#)

Before the Session

- **Read this coaching guide** to become familiar with the content and allow time to personalize the activities to best suit your presentation style.
 - *Italics indicate text that can be read aloud or emailed to the participant.*
- Send an email to the participant being coached:
 - *Our coaching session is scheduled for DATE at TIME. We will focus on “Preparing STEM Learning Opportunities”. Feel free to contact me with your questions or concerns at CONTACT INFORMATION.*
- Gather all materials needed for the coaching session.

During the Session

See the Skill in Action (10 min)

- Cue up the [Getting Youth Ready to Do STEM](#) video-based learning module.
 - *As we watch the video, write down strategies that Alex and Lemond use to prepare for learning.*
- Watch the skill video.
- Discuss what you each noticed in the video. Ask:
 - *What did you notice in the video? Alex and Lemond each prepare in different ways. What strategies did you see in the video that might help you plan and manage a computer science activity?*
- Ask:
 - *What happened the last time you led a CS activity? Were there any challenges? Are there lessons you learned that could help in your next activity?*
- Discuss:
 - *What other strategies would be helpful with your upcoming activity?*
- Remember to consider the challenges of both online and unplugged CS activities.

Make a To Do List (5 min)

- Ask the participant to consider an upcoming activity:
 - *Tell me about a computer science activity you will be leading soon. We are going to create a To Do List to help you prepare for the activity.*
 - *What concerns do you have about managing the activity, managing materials, organization or facilitating learning?*
- Listen carefully concerns and prepare to address them. Remember, as a coach, it is your role to guide problem-solving – not to provide solutions.
- Use open questions to probe areas of concern and help your participants generate solutions. Start with the first two questions below – and then address the specific concerns mentioned by your participant. If appropriate, remind them of strategies they noticed in the video – You mentioned... would that be helpful?
 - *What would the activity be like if everything goes smoothly?*
 - *What might cause a problem during the activity? How could you manage that?*
 - *What materials will you need for this activity? How can you organize your materials so they are easier for you to deal with?*
 - *What behaviors might be a problem during the activity? How would you respond to that? What other ways could you respond?*

Create Your SMART Goals (5 min)

- Make sure the participant has the [SMART Goals Action Plan](#) in front of them. Guide the participant through the worksheet and process of creating their SMART Goal:
 - *Now, we're going to set a SMART goal to work on with this activity. SMART Goals help you improve your teaching with structure and tracking.*
 - *The first step is to be specific. Clearly describe what you are trying to accomplish.*
 - *Then decide how you will know when you've accomplished your goal. What you measure? Are there steps you can measure along the way?*
 - *Now let's make sure your goal is achievable. That means the goal is not too big or too small.*
 - *Is it relevant to what you want this program to accomplish? Does it fit into the larger picture of where you are going?*
 - *And the last point to consider is the timeframe. Is this a goal that can be accomplished this month? A SMART Goal is something you can work on right now, but not something that is going to happen anyway. It needs to stretch you.*
- Have your participant summarize the goal they have set, how it will be measured, and when it will be completed.
 - *You are leaving today with a plan for how you will improve the next computer science experience you lead, based on what you've learned so far and the goal you have set. Good luck in that. I'll follow up with you (DATE) to hear how things went and what you want to focus on next.*

After the Session

- In seven to ten days, follow up with your participant to see how they are progressing on their SMART goals. Try to be supportive and helpful, not evaluative.

Want to Earn Credit? Click2Science has teamed up with Better Kid Care to provide continuing education units. Check it out at: <http://www.click2sciencepd.org/web-lessons/about>

SMART Goals Action Plan

NAME: _____

DATE: _____

Concept/Problem Statement:

Goal Statement:

Specific: What specific action will you take?

Measurable: How will you measure the result?

Attainable: What will be different?

Relevant: The goal relates to this skill and what you do in your program.

Timeframe: The goal can be accomplished this month.

