

FROM ASSIGNMENT *TO NEXT STEP.*

PURPOSE

Help students turn a large assignment into one clear action they can begin today. No account, student data, or special software is required.

TEACHER PLAN

1. Name the finish line - 2 minutes

Ask students to write what done looks like in one sentence.

2. Find the next useful action - 4 minutes

Choose an action small enough to start without more planning.

3. Build three steps - 5 minutes

List only the next three actions, not the entire project.

4. Choose a time - 4 minutes

Add a realistic date or work block for the first action.

STUDENT PROMPT

What is the smallest useful action you can take next - and when will you do it?

MY NEXT-STEP PLAN

Keep the plan small enough to start.

ASSIGNMENT OR PROJECT

WHAT WILL FINISHED LOOK LIKE?

THE NEXT THREE USEFUL ACTIONS

☐ 1. _____

☐ 2. _____

☐ 3. _____

WHEN WILL I BEGIN THE FIRST ACTION?

WHAT HELP OR INFORMATION DO I NEED?

BEFORE YOU START

Can I begin this action in the next 10 minutes? YES / MAKE IT SMALLER