Unit Plan Template

**Introduction:** After using the scope and sequence template to outline and organize your course components, you are now ready to build a unit. A unit helps guide students to achieve the concepts and skills expected. Use the unit plan template and the following steps as a guide.

**Directions:** Follow the steps below to draft your unit. Please consider using the [Backwards Design](https://www.buffalo.edu/catt/develop/design/course-design.html) framework and the guiding questions below to help you develop each unit component.

* **Step 1:** Using your scope and sequence template copy and paste a unit below.
* **Step 2:** Develop your unit plan. Please consider using the [Backwards Design](https://www.buffalo.edu/catt/develop/design/course-design.html) framework and guiding questions below for support.

1. Identify and write your unit objectives.
2. Consider what questions will help guide and foster student understanding.
3. Develop a continuum of assessments to measure your students’ progress and to determine if they have achieved the unit objectives.
4. Determine your teaching methods and design a sequence of activities to help your students achieve the unit objectives.
5. Ensure your course content is accessible and inclusive.

**Unit Plan – Guiding Questions**

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| **Establishing Objectives** | |
| **Title** | How can you get your student’s excited? What catchy title can draw them in? |
| **Topic** | What is the main subject, concept, big idea, or theme that will be covered? |
| **Time** | How much time will students need to achieve the unit objectives (e.g., number of hours and weeks)? |
| **Objectives** | By the end of the unit what is the desired result students will have? |
| **Description** | How would you describe this unit (theme, topic, skill, etc.)?  How does this unit build off the last unit, and/or future units? |
| **Essential questions** | What questions will help guide the unit?  How will these questions foster inquiry and understanding?  What should students be able to answer by the end of the unit? |
| **Introduction** | How will students be introduced to this topic (i.e., Intro video)?  What is the purpose of this unit?  How is this unit relevant and authentic to student learning? |
| **Gathering Evidence** | |
| **Formative Assessment** | What low-stakes assessments will be used throughout the unit?  How will students practice for summative assessments? |
| **Summative Assessment** | What will students produce to apply and demonstrate their learning at the end of the unit? |
| **Other Assessment** | Will the unit include a pre-test or diagnostic assessment?  Will the unit include self-assessments? |
| **Evaluation** | How will assessments be evaluated?  Will assessments count toward grade?  What are the criteria for assessments and how will that be shared with the students? |
| **Feedback** | How will students receive feedback?  What will students do with this feedback?  How will students use this feedback moving forward? |
| **Teaching and Learning** | |
| **Teaching Method** | What teaching methods will be used to deliver instruction?  How will content be scaffolded? |
| **Sequence of activities** | What activities will be part of this unit?  How will the activities help students to explore, ponder, and revise their understandings?  How will these activities support students to achieve the learning outcomes? |
| **Materials and resources** | What materials will students need for this unit?  What resources will you use to provide teacher and student support? |
| **Accessibility and Inclusivity** | Are the materials and resources accessible?  Are assessments, activities, materials and resources diverse and inclusive?  How will you support all learners? |

**Unit Plan – Template**

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| **Objectives** |  |
| **Description** |  |
| **Essential questions** |  |
| **Introduction** |  |
| **Gathering Evidence** | |
| **Formative Assessment** |  |
| **Summative Assessment** |  |
| **Other Assessment** |  |
| **Evaluation** |  |
| **Feedback** |  |
| **Teaching and Learning** | |
| **Teaching Method** |  |
| **Sequence of activities** |  |
| **Materials and resources** |  |
| **Accessibility and Inclusivity** |  |

Unit Plan Template adapted from - Wiggins, G., & McTighe, J. (2005). *Understanding by design* (Expanded 2nd edition.). Association for Supervision and Curriculum Development.