Wor ❖	kshop *	Temp *	late ❖	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Wor	kshop	Title:															
Workshop Objectives: By the end of this session, participants will be able to:																	
1.																	
2.																	
3.																	
Tota	l Time	: 1 hou	ır 15 m	ninutes	,	Loc	ation	/ Roo	m Nu	mber:	}						
Star	t:		En	d:													
•	J	bown, l	P., & S	pada, I	N. (200		w lang	guages	are lea	arned.	New Yo	ork: Ox	ford U	niversit	ty Press	S.	
Prep	paratio	n and	Set-u	ip Not	es:												
In case of technology malfunction, call:																	

**Montana Adult ESL Conference** 

I. Introduction – 15 minutes	
A. Introduce presenter and purpose of session  B. Warm-up activity:	Make the warm-up relevant to the workshop topic, not just an icebreaker. For example, discuss answers to a question as a group, do a Find Someone Who activity that focuses on participants' experiences with the topic, etc.
II. Interactive Presentation and Group Practice— 35 minutes	
A. Interactive Presentation  B. Group Practice Activity / Task	<ul> <li>Try to make the presentation interactive – encourage everybody to participate in the discussion. Be sure to connect the content to their roles as teachers.</li> <li>The group practice activity could be done as a whole group or in small groups. Provide at least one opportunity for participants to work actively with the new material, perhaps creating something that they</li> </ul>
C. Follow-up on Group Practice Activity / Task	can use in their classes, or exploring the topic further through jigsaw readings or a problem-solving task.  • Allow time at the end of this segment for small groups to report their findings/share their work with others.
III. Concluding Discussion - 10 minutes	
A. Review main points of workshop:	Get feedback from participants as a
1.	whole group or through something
2. 3.	like a Think-Pair-Share and then debrief – What did you find most useful about this presentation? How will you use the information in your own practice?
B. Clear up any remaining points of confusion; answer questions.	

IV. PD Task for Upcoming Year – 10 minutes								
Assign and explain to participants their professional development task for 2009-2010.      Task:	<ul> <li>Be sure to indicate how the state will follow up with them throughout the year on their task progress – in other words, to whom will they be accountable?</li> <li>Remind them that they'll have another opportunity to talk about this topic and ask questions at the roundtables at the end of the conference; follow-up materials will be posted to state website.</li> </ul>							
V. Evaluation – 5 minutes								
Distribute evaluation form to workshop participants.								
Post-Workshop Presenter Notes								
Shortly after you finish, take a few minutes to record your thoughts about your workshop. These notes will help you (or another presenter) prepare for next year's conference.  What went well?								
What (if any) problems or challenges arose?								
If you were to give the same workshop again next year, what would you do differently?								
What other observations do you have that might improve this workshop, or others like it, next year?								