## Unit 202: Understand business success

## Sample lesson plan 14

Course number:	Course	title:		
Tutor's name:	Date:	Time:	Lesson length: 2 hours	Room:
Lesson topic: Know the contribution that pe	eople make to a business			

#### Aims:

By the end of the session the learner will know how to:

- Describe the content of an induction process
- Describe the characteristics of an effective team
- Explain how the key principles of good teamwork contribute to effective team operations
- Describe how the interactions between departments contribute to business success.

#### Learning outcomes:

To enable learners to:

- describe the content of an induction process
- describe the characteristics of an effective team
- explain how the key principles of good teamwork contribute to effective team operations
- describe how the interactions between departments contribute to business success.

Timing (mins)	Work to be covered	Teaching activity/assessment	Learner activity	Resources
2.5	Registration and welcome	Take register.		
2.5	Aims and objectives	Discuss the aims and objectives for the lesson.	Learner discussion and Q&A.	Whiteboard
10	Recap previous session	Briefly recap on summary from previous class. Direct questions to the class recalling knowledge from previous lesson.  Discuss any follow-up points or questions the learners may have from previous lesson.		Whiteboard
20	Introduction task 1: Describe the content of an induction process	Outline the focus of the lesson to include the contribution that people make to a business  Activity: Split the class into smaller groups and ask them to list on a whiteboard the contents of an induction process.  Encourage Q&A and discussion in order to engage and develop ideas and thinking which will help with the completion of this unit.	Listen Take notes  List on the whiteboard examples of the contents of an induction process.  Learner discussion and Q&A.	Whiteboard



Timing (mins)	Work to be covered	Teaching activity/assessment	Learner activity	Resources
45	Main body of lesson:     describe the content of an induction process     describe the characteristics of an effective team.	Deliver PowerPoint Presentation 14 Group discussion: Discuss the group's awareness of teamwork, highlighting examples such as in the workplace, sport etc.	Listen Take notes Group discussion: Discuss the group's awareness of teamwork, highlighting examples such as in the workplace, sport, etc.	Whiteboard PowerPoint Presentation 14 Handout 4
30	<ul> <li>Main body of lesson:</li> <li>explain how the key principles of good teamwork contribute to effective team operations</li> <li>describe how the interactions between departments contribute to business success.</li> </ul>	Activity: Tutor-led discussion on the characteristics of an effective team. View (tutor resourced) of an effective team, comparing an example of an effective team and one not so. Discuss how this is applied within a hotel setting. Learners to complete Worksheet 14	Learner discussion and Q&A following video.	Digital media Internet  Worksheet 14
			Complete Worksheet 14	



Timing (mins)	Work to be covered	Teaching activity/assessment	Learner activity	Resources
10	Summary of session	Tutor-led summary of session.  Encourage peer-to-peer reflection and feedback on the exercise. Direct the discussion, and identify any points not picked up by the learners.  Group question and answer session: Ask individual learners oral questions specific to the topic.	Learner discussion and Q&A.	

#### How learning is to be measured:

Oral questions and answers

### Homework/research work:

# **Lesson evaluation** (delete as appropriate)

- Was the lesson better than expected
- As expected
- Worse than expected

#### **Lesson evaluation/comments:**

- Was the lesson better than expected
- As expected
- Worse than expected



Suggestions/modifications for next lessons:				