

## Unit 302: Supervise and monitor own section

### Sample lesson plan 3

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Course number: \_\_\_\_\_ Course title: \_\_\_\_\_

Tutor's name: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ Lesson length: 8 hours Room: \_\_\_\_\_

**Lesson topic:** Managing pressure by solving problems in own section.

**Aims:**

- To gain an understanding of the procedures for reducing personal and operational pressures
- To develop an understanding of how to check for personal and operational problems
- To demonstrate problem solving techniques in own section.

**Learning outcomes**

To enable learners to understand how to:

- implement procedures for reducing personal and operational pressure
- check for potential personal and operational problems
- apply problem solving techniques within own section.

Timing (mins)	Work to be covered	Teaching activity/assessment	Learner activity	Resources
3 hours	Procedures for reducing personal and operational pressure	<p>Registration.</p> <p>Facilitate class discussion on way of reducing:</p> <ul style="list-style-type: none"><li>- personal pressures</li><li>- operational pressures.</li></ul> <p>Introduce <b>Activity 18</b> – reducing pressures.</p> <p>Present PowerPoint 3 on reducing pressures.</p> <p>Introduce individual part of <b>Activity 18</b> on personal strategies for reducing pressure and planning procedures for reducing personal and operational pressures.</p>	<p>Listen and ask questions.</p> <p>Participate in class discussion.</p> <p>Complete <b>Activity 18</b>.</p> <p>Share ideas on strategies for reducing pressure.</p> <p>Contribute to group activities.</p>	<p><b>PowerPoint presentation 3</b></p> <p><b>Activity 18</b></p>

Timing (mins)	Work to be covered	Teaching activity/assessment	Learner activity	Resources
2.5 hours	Personal and operational problems	<p>Facilitate class discussion on checking for personal and operational problems.</p> <p>Introduce small group <b>Activity 19</b> – personal and operational problems.</p> <p>Introduce individual part of <b>Activity 19</b> – managing personal and operational problems.</p>	<p>Listen and ask questions.</p> <p>Participate in class discussion.</p> <p>Complete <b>Activity 19</b>.</p> <p>Share ideas on strategies for managing personal and operational problems.</p> <p>Contribute to group activities.</p>	<p><b>PowerPoint presentation 3</b></p> <p><b>Activity 19</b></p>

Timing (mins)	Work to be covered	Teaching activity/assessment	Learner activity	Resources
2.5 hours	Problem solving	<p>Present <b>PowerPoint 3</b> on problem solving with group discussion points.</p> <p>Introduce individual part of <b>Activity 20</b> – problem solving techniques.</p> <p>Facilitate sharing of problem-solving techniques from <b>Activity 20</b>.</p> <p>Issue <b>Handout 7</b>.</p> <p>Introduce a group discussion on problems incurred and solutions applied in practical kitchen.</p> <p>Issue <b>Worksheet 3</b>.</p>	<p>Listen and ask questions.</p> <p>Participate in class discussion.</p> <p>Complete Activity 20.</p> <p>Share suggestions on problem solving techniques.</p> <p>Contribute to group discussion on problems and solution.</p> <p>Complete <b>Worksheet 3</b>.</p> <p>Read <b>Handout 7</b>.</p>	<p><b>PowerPoint presentation 3</b></p> <p><b>Handout 7</b></p> <p><b>Activity 20</b></p> <p><b>Worksheet 3</b></p>

**How learning is to be measured:**

- Q&A during the session
- Completion of **Activities 18–20** and **Worksheet 3**.

**Homework/research work:**

- Review **Worksheet 3** and class notes
- Read handout to reinforce learning and understanding of problem solving.
- Reflect on problem solving techniques.

**Lesson evaluation**

(delete as appropriate)

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

**Lesson evaluation/comments:****Suggestions/modifications for next lessons:**