



PART **3** of series “Using SLS for Whole-School Transformation of Teaching & Learning”

Set Up Department Flows

Why should schools use SLS in a structured way?

- Standardising the tools, expectations and learning data allows teachers and students to benefit from economies of scale at the department, school and system level.
- [Part 1](#) of this series demonstrates how School and Department Spaces can be set up.
- [Part 2](#) of this series demonstrates how existing resources can be moved into SLS.
- Part 3 of this series now demonstrates how department flows can be established for teachers to team up and leverage synergies while preparing lessons.

Why Team Up?

As the African proverb tells us

*“If you want to go fast, go alone.
If you want to go far, go together.”*

Departments can **establish the culture and practice of sharing and adapting lesson resources** to ease lesson preparation load.

In turn, teachers become **collaborative contributors** who embrace a culture of teamwork, sharing, adoption and adaptation of digital resources and best practices for teaching with technology.

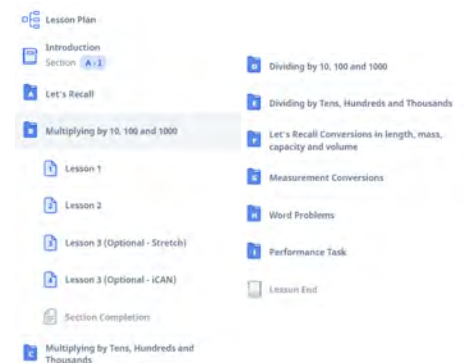
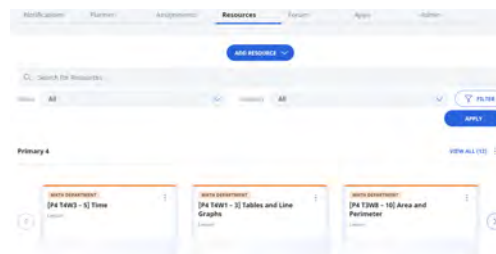
Lesson Preparation

1 Department Heads can designate teacher teams to build up T&L resources in the department Scheme of Work (SOW).

Level Heads can create a workable **schedule** with teachers working on **different topics each term**.

For **each topic**, Level Reps can **add a Lesson** in the category created for each level.

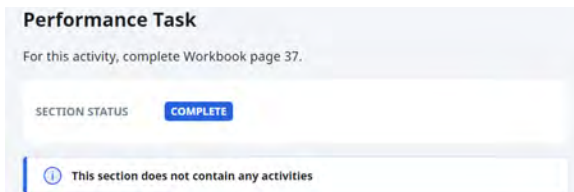
For **each Lesson**, Teachers can **label the Sections with the sub-topics**, and then populate learning activities accordingly.



2 Department teachers can team up to differentiate and personalise lessons.

Combine **versions of the same activity** within the same Lesson to cater to different student profiles:

- As **differentiated Activities within the same Lesson** for teachers to assign, or
- As a **choice board** to personalise the way students want to learn.



PRO TIP!

Instructions and materials for pen-and-paper lessons can be included in a Lesson.

Lesson Enactment

Teachers can use shared lessons for their own classes.



Before Lesson Enactment

Teachers can **copy** the shared lessons to My Drive, **adapt** them to suit the profile of their students, and **assign** to students.



During Lesson Enactment

Teachers can monitor students' progress and make timely adjustments to:

- **the learning pace**, such as modifying instructions and managing the transition between activities, and
- **the learning content**, such as presenting information differently or adding resources.



After Lesson Enactment

- Teachers can **refine** the lesson design to better support students in achieving lesson objectives.
- Teachers can then **upload** these refined lessons to Department Group Resources, either to replace the current activity or as a differentiated option. Doing this promotes ongoing lesson improvement.



ONE GOOD TURN

Submit quality lessons to SLS Community Gallery to share with others!