



Planning Guide Highlights: Institute Breakout Session Guidelines

In each Institute model, participants are required to attend a minimum of three NTTI methodology workshops. Please be certain that your Institute's methodology workshops adhere to the following guidelines:

- ◆ 50% of your Institute's breakout sessions **MUST** be NTTI methodology math or science-based lessons. The other 50% of the breakout sessions can focus on the use of the NTTI methodology in other subject areas, or on technology utilization.
- ◆ Each NTTI methodology breakout session **MUST** be one of the following: a) a video-based lesson with Web components, or b) a purely Web-based lesson. It is **CRUCIAL** that Master Teachers guide participants through Internet Utilization (and therefore it is crucial that your Institute site has Internet access in each classroom space).
- ◆ Each NTTI methodology breakout session **MUST** have the NTTI Utilization Strategies clearly posted in the classroom. Utilization Strategy posters are available on the Web at NTTI Online (www.thirteen.org/edonline/ntti). The Utilization Strategies should be identified and referred to throughout each breakout session. . .they're not decorations!
- ◆ Each NTTI methodology breakout session **MUST** be team taught. Within each team, one team member should "teach" the session, while the other team member highlights and comments on the strategies being used. This approach keeps the focus of the Institute on teaching the technology utilization strategies rather than teaching the content of the lessons.
- ◆ Each NTTI methodology breakout session should address **EVERY** step of the NTTI lesson plan template, just as the written lesson plans do.