Concept Maps as Planning Tools

- **Lesson preparation**
  - Use a concept map to plan a lecture or to integrate several lectures:
    - Distribute a simplified version of your lecture-map to the class as an outline of the day’s lecture notes.
    - Mapping a lecture or class period can help you to organize your thoughts and help you to make meaningful connections during the class period.
    - Use a concept map to represent the understanding needed of the background knowledge so that you can be sure to build on the knowledge students have previously learned.
  - Lecture notes
    - Having the map with you during class can help make sure you don’t forget any of the main points/topics.
    - Lesson maps can be useful in helping you to decide in which areas to abbreviate the class if you are running short of time.
    - Such a map can also serve as a useful visual aid with which students can follow along.
  - Lesson evaluation
    - Periodically collect students’ maps of your lecture to make sure you’re emphasizing the points you want.
    - Have a colleague attend your lecture and make a map of it for comparison and feedback.
  - Create a set of classroom rules
    - At the beginning of the course, have students suggest rules and behaviors they expect for the course from themselves, their peers, and the instructor.
    - List such expectations from and for yourself.
    - Combine these lists and create a concept map of the course’s rules and expectations.
  - Time management
    - Maps can be used to plan your day, week, month, future goals, classroom pacing, etc.
      - Possible branches of the map can pertain to things of urgency or importance, things needed to prepare for other events, things to think about later, etc.
Curriculum planning and evaluation
  o Apply mapping to several levels of the curriculum—program, course, book, chapter, topic—to ensure that an overall organization exists for students to grasp
  o The following map is the classic structure used for curricular planning:

> Mapping all of the units in a curriculum can help you with pacing and the spacing of assignments, etc.
  - Examples: If one branch of your map is too crowded, perhaps you need to break it into separate branches. If you notice that your assignments are clumped in a few spaces, perhaps you need to restructure the spacing of assignments.

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