#### Grades 1-4

Planning is helpful when you want to do something fun. Think about something fun you want to do, like playing at the park or having a picnic. Write or draw a plan for what you need to do to make it happen, like packing a snack or asking someone to take you there.

Planning is needed when you are making something. Think about drawing a picture on a large piece of paper. Describe your thoughts and how you decide where to draw your lines and shapes.

Planning helps you know what you need to bring. Imagine you are going to play at the park with a friend. What should you pack before your friend arrives to help you have fun together?

Being late is never fun. Think about the last time you were late getting somewhere. Write a story about a hero who helps you arrive on time to the places you need to go.

Planning helps you reach a goal. Think about a goal you are working toward, like riding a bike or reading well. Tell me about the steps you take to reach your goal.

#### Planning Journal Prompts. Grades 1-4

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Planning can make events or tasks easier to complete. Think about how you make plans for things you need to do. Tell me what planning is and describe why it is helpful for you.

Knowing how long a task will take is helpful. Think about how you estimate time. Tell me why it is important to understand how to estimate how long something will take to finish.

Planning is helpful when you are setting a goal. Think about a goal you would like to complete. Describe your goal and explain your plan to meet it.

Planning helps you finish your work on time. Write a letter to a classmate to encourage them to use their planning skills while working so that they can turn their work in on time.

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#### Grades 5-8

Planning is the ability to create steps to reach a goal. Think about the last time that you showed good planning. It could have happened in the classroom or at home. Maybe it was when you estimated how much time you needed to complete a task, achieved a long-term goal, or used a planner to track your assignments. Describe your thoughts before and after you used your planning skills. Provide enough details so readers can understand what it was like to be in that situation.

Starting a project at the last minute is stressful. Think of a time when you were late starting a large assignment. Maybe you struggled to plan the project's steps or did not estimate the amount of time it would take accurately. Describe your thoughts and the actions you took during this situation. What would you change about your thoughts or actions if you could do it over again? Provide details so readers understand what you were thinking and how you would change your thoughts or actions.

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Working towards a goal can be overwhelming. Think of a time when you wanted to achieve a goal but struggled to identify the steps needed to make it happen. For example, maybe you wanted to make the basketball team but didn't know how to play a new position or wanted to get an "A" in Math but frequently forgot to turn in your assignments. Describe in detail your thoughts before and after you were able to use planning strategies to help you identify the steps you needed to take to achieve your goal.

#### Grades 5-8



Time travel has always captured the imagination of humankind. Think about and select a situation when you wish you had a time machine to change how you used your planning skills. For example, maybe you didn't start a project on time or received detention when you forgot to do your assignment because you didn't write it down in your agenda. Then, write a detailed story about a fictional character who travels back in time to help you use planning skills in your situation.

Helping another student is a kind way to show that you care. Imagine a classmate who needs help using their planning skills. Tell me how you would help that student use planning strategies during class. Maybe you could help them by giving reminders or using a special signal. Describe your imagined classmate's actions and how you help them in three different situations.

Planning is important for students to use during class. Planning includes identifying and following the steps to complete a large assignment and estimating the time needed to complete tasks. Explain how your classroom environment would improve if students used more planning and why you think it is difficult for some students to use. Be sure to include specific details to support your explanation.

Understanding your strengths and areas for improvement is essential for growth. Think about what areas of planning you do well and what areas you need to work on. Explain how gaining additional planning skills could help you throughout your lifetime. Provide enough details so that your readers understand how improvement in your planning skills could help you in the future as a student, employee, or parent.

More learning occurs if students use good planning skills in the classroom. Planning includes identifying and following the steps to complete a large assignment and estimating the time needed to complete tasks. Imagine a student in your class with poor planning skills. Write a letter to this imaginary student to convince them to improve their planning. Include enough details to support your ideas and convince the reader that more learning will occur if planning is improved.

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#### Grades 9-12

Planning is the ability to create steps to reach a goal. Think about the last time that you showed good planning. It could have happened at work, in school, or at home. Maybe it was when you achieved a long-term goal, planned out a major assignment, or estimated the time to finish a task accurately. Describe your thoughts before and after you used your planning skills. Provide enough details so readers can understand what it was like to be in that situation.

Waiting to begin your work until the last moment can be stressful. Think of a time when you did not finish a large assignment on time. Maybe you struggled to plan out the project's steps or did not estimate the amount of time it would take accurately. Describe your thoughts and the actions you took during this situation. What would you change about your thoughts or actions if you could do it over again? Provide details so readers know your thoughts and how you would change your actions.

It is essential to work toward achieving goals throughout your life. Think of a time when you wanted to achieve a goal but struggled to identify the steps needed to make it happen. For example, maybe you wanted to apply to colleges but didn't know how or wanted to pass your math class but frequently forgot to turn in your assignments. Describe in detail your thoughts before and after you were able to use planning strategies to help you identify steps to take to achieve your goal.

#### Grades 9-12

Time travel has always captured the imagination of humankind. Think about and select a situation when you wish you had a time machine to change how you used your planning skills. For example, maybe you did not start studying early enough for your test or received detention because you failed to plan out your project. Then, write a short story about a fictional character who travels back in time to help you use planning skills in your situation. Include details so readers understand and follow your story.

Helping another student is a kind way to show that you care. Imagine a classmate who needs help using their planning skills. Tell me how you would help that student use planning strategies during class. Maybe you can help them by sending a direct message to their phone or using a special hand signal to remind them. Describe your imagined classmate's actions and how you help them in three different situations.

Planning is critical for students to use in class and during everyday life. Planning includes goal setting and creating steps to reach the goal. Explain how your classroom environment would improve if students used more planning skills and why planning is sometimes difficult for students to use. Be sure to include specific details to support your ideas and explanation.

Understanding your strengths and areas for improvement is essential for growth. Think about what areas of planning you do well and what areas you need to work on. Explain how gaining additional planning skills could help you achieve more success at school. Provide enough details so your readers understand how improving your planning skills could help you next semester.

Executive functions are often overlooked as important skills for students. Planning is one of the most crucial executive function skills students can use to help them identify and follow steps to complete significant assignments. Imagine your principal does not see value in having teachers teach planning skills. Write a letter to your principal persuading them to encourage their teachers to teach these skills in class. Include details to support your ideas and convince the reader that your position is correct.

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