

Preparation

Good presentation of the lessons in the *Teacher's Guide* is made possible by good preparation. A person is able to teach a good lesson if he has properly prepared himself to present the lesson.

The following suggestions are given to help the teacher prepare to present the lessons in this *Teacher's Guide*:

1. Spend time in prayer, praying that you will be properly prepared, will have the proper attitude, will do those things that will make you ready to teach the lesson, will approach the study with an open mind, will be able to see clearly what the Bible teaches on the subject, will have as complete as possible comprehension of the subject, will know how to make the material understandable to the learner, and will be a good representative of Christ.

2. Read all the instructions concerning the lessons, and then read the lesson itself, taking time to look up all the Scriptures. Not only is it important to look up all the Scriptures, but it is also important to read the surrounding verses to be sure the complete context is understood. The teacher will be prepared to deal with problems some passages might present. He will pay special attention to the flow of the lesson and the purpose of the lesson.

3. Determine what should be accomplished with the lesson as a whole, and then determine the purpose of each section and each statement in the lesson. Write down the purpose for the lesson and then the purpose for each section.

4. Consider the lesson with an eye on the person to be taught. Think of his needs, his attitudes, his background, his understanding of the Bible, and ways to help him become a dedicated follower of Jesus.

5. Think of illustrations that will be helpful in either making a point clearer or in impressing the truth on the mind of the learner. Good illustrations not only help a pupil understand a teaching but also make a lesson more interesting.

6. Think of questions that will prepare the

learner so he will know what to look for when a Scripture is being read. Good questions will help the learner focus on information in the verse that pertains to the lesson and also will help him see what goes in the blank.

7. Be prepared to introduce the lesson, present the lesson, and then summarize and conclude the lesson. The introduction should prepare the student for the lesson, the body of the lesson should discuss the material in each section of the study sheet, and the summary and conclusion should concisely review the lesson that has been presented.

After a teacher has prepared himself in these ways, he might then present the lesson to a friend in order to become familiar with the lesson from an actual teaching experience. This will help the teacher develop his skill of presentation in a friendly atmosphere free from the pressures of an unfamiliar setting. While presenting the lesson, he should keep in mind the one for whom the lesson is later intended.

After each presentation of a lesson, whether for practice or for instruction of a learner, the teacher should evaluate his presentation of the lesson. The following can be used for evaluation:

1. Did I adequately introduce the lesson?
2. Did I properly present each section of the lesson and fulfill the purpose of each section?
3. Did I make a smooth transition from the introduction into the body of the lesson, from section to section, and from the body of the lesson to the conclusion of the lesson?
4. Were my questions easily understood, and did they prepare the learner for the information desired from the Scriptures we read?
5. Did I use my illustrations properly? Did they enhance the lesson?
6. Did I fulfill my purpose for each section and for the lesson itself?
7. Did the student understand what I wanted him to learn in the lesson?

8. Did I adequately summarize and conclude the lesson?

If the teacher finds that he has not done well in some of the areas above, he should spend time try-

ing to do better in the next presentation. The first presentation might not go smoothly, but with practice an easily understood lesson should be the result of patient persistence in seeking to improve with each presentation.

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