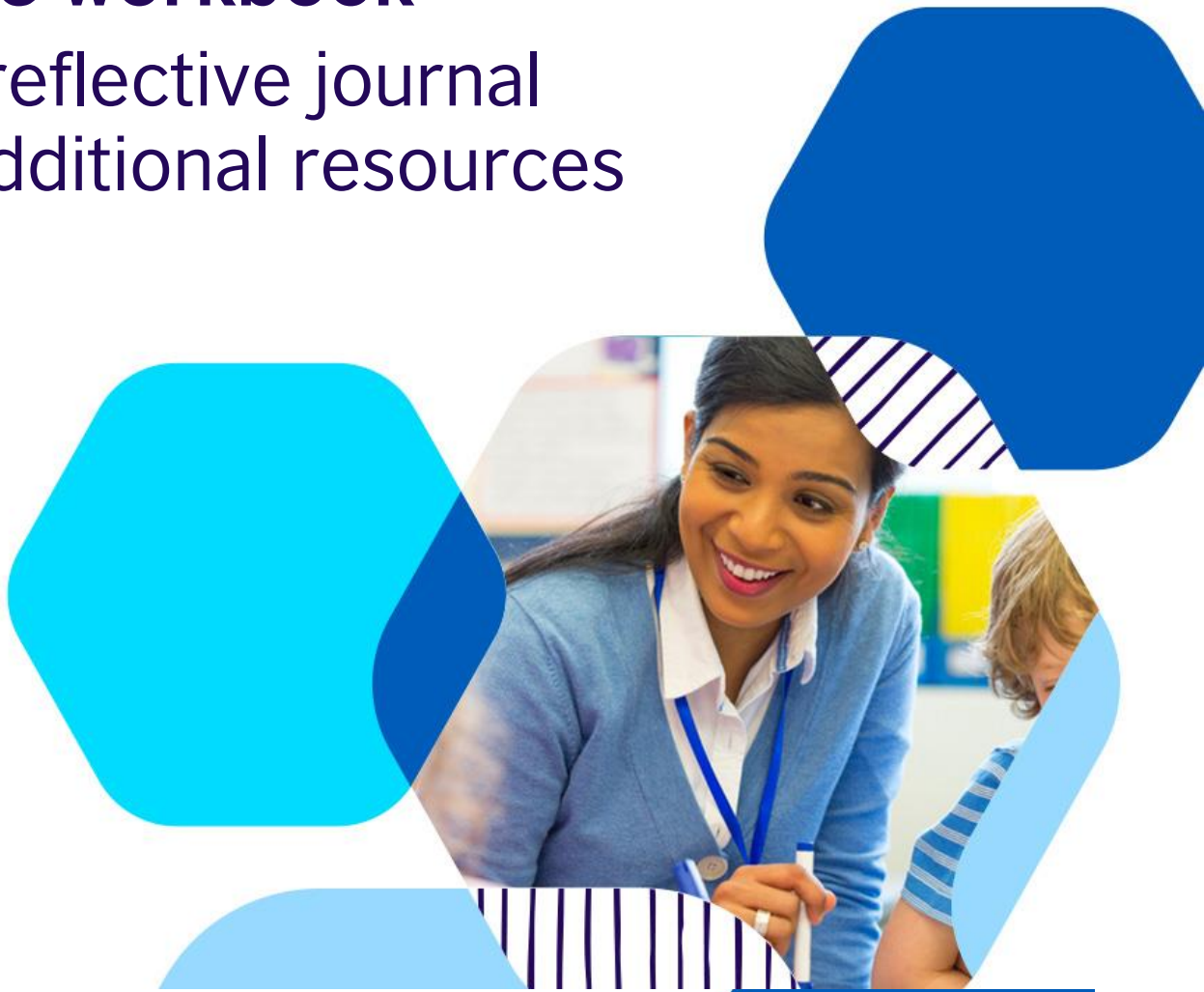


# **Teacher pathways: Managing resources**

**Theme workbook**

Your reflective journal  
and additional resources



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# Foreword

We're delighted you've chosen to continue your professional development with TeachingEnglish. We look forward to learning with you over the coming weeks as you work on the professional practice theme of [Managing resources](#).

In this workbook you'll find an overview of the theme, additional related learning materials, places to reflect and guidance in applying new ideas to your teaching practice.

You can use this workbook in different ways – save and update it on your device, or print it and keep handwritten notes. Do what works for you. We hope you find it beneficial.

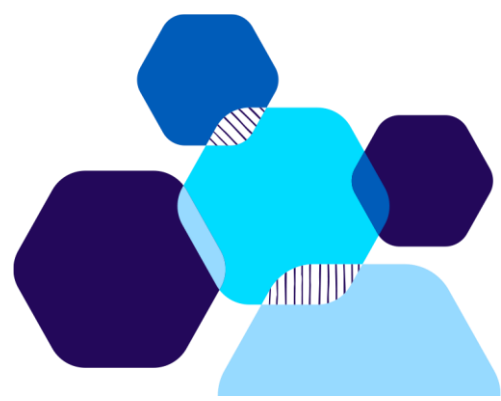
**The TeachingEnglish team.**



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# Managing resources - overview

## 1. What does Managing resources involve?

Managing resources is about selecting, developing and adapting materials for the classroom. It involves using them in a variety of ways and evaluating their effectiveness.

## 2. What does 'selecting resources' mean?

Selecting resources includes the ability to identify where materials can be sourced from, using various forms of media (e.g. digital, audiovisual and print) relevant to your learners' needs and context and being able to make the most of the resources selected.

## 3. What does 'developing resources' mean?

Developing resources involves using a range of authoring tools (e.g. Microsoft Word), designing good-quality, professional content, adhering to copyright regulations, acknowledging sources and creating contextually relevant content.

## 4. What else does Managing resources include?

Finally, this professional practice also includes sharing resources with peers that meet their needs and regularly reflecting on resources used so that they are relevant and appropriate.

What is your understanding of Managing resources in your context? How does it help your learners?

**Managing resources is...**

**Learning how to manage resources effectively helps my learners by...**



# Self-assessment test

How can you start developing your understanding and application of Managing resources?

Reflecting on how well you manage resources at the moment is an important starting point. The way that you select, develop and adapt resources might be different depending on whether you are teaching face-to-face or remotely, synchronously or asynchronously, and according to the type of technology you have available.

Use the self-assessment test below to evaluate your strengths and areas of development.

1. I can select different types of resources and media to engage my learners.



2. I help my learners make classroom materials collaboratively, such as games, quizzes, comprehension questions, posters.



3. I help learners create their own content that other learners can read, listen to or interact with, such as reviews, stories, poems, school web posts.



4. I make sure my resources are accessible so that all my learners are able to meet their full potential.



5. I use a range of tools to create and adapt learning materials for my learners



6. I evaluate the effectiveness of my materials and resources from an equality, diversity, and inclusion point of view.



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## Scoring

Add up the points for each question based on your selected answer:

One star: 1 point

Two stars: 2 points

Three stars: 3 points

Four stars: 4 points

Five stars: 5 points

My total is:

## Interpretation

6 points	We think the pathway will help you to develop your understanding of Managing resources. Try the quiz again after you've followed it to see your progress.
7-18 points	You have a good awareness of your skills in Managing resources. Follow the pathway with us and join our TeachingEnglish activities in April and May 2024. Come back to the quiz to see what you've learnt.
19-24 points	You have a solid understanding of Managing resources in your context. Which section would you like more help in from the pathway?
25-30 points	Resource management champion! You are already integrating these skills in your teaching. Share your knowledge and skills with other teachers in our TeachingEnglish community.



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# Your learning goals

Consider your strengths and areas of development in Managing resources. Refer to the self-assessment test to identify areas of development.

## What are your strengths?

My strengths in Managing resources are...

## What areas do you need to develop?

I need to develop...

## How are you going to develop?

I am going to...

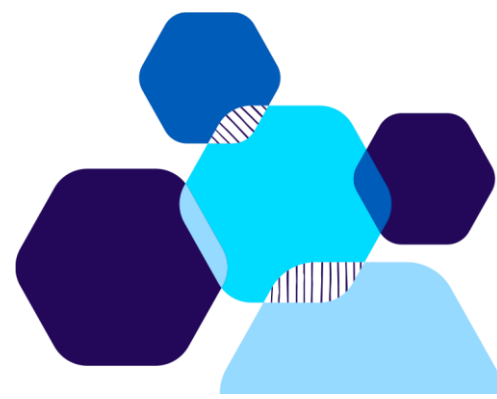


# Resources

Below you will find a selection of resources to develop your understanding and application of Managing resources. Use the questions in the box to guide your learning and the check boxes to keep track of which resources you have used.

1. What different kinds of resources can you use to engage your students?
2. What tools can you use to produce classroom materials collaboratively?
3. What tools can you use to help students create their own content?
4. How can you make sure your resources are accessible so that all your learners are able to meet their full potential?
5. What tools can you use to create and adapt learning materials for your students?
6. How can you evaluate materials and resources from an equality, diversity and inclusion point of view?

Type	Resource description (tap/click to open)	Used?
Use	<a href="#">Managing resources self-study booklet</a>	<input type="checkbox"/>
Use	<a href="#">Creativity in the English language classroom</a>	<input type="checkbox"/>
Use	<a href="#">Self-access on a budget</a>	<input type="checkbox"/>
Use	<a href="#">Activities for using magazines in the classroom</a>	<input type="checkbox"/>
Read	<a href="#">Adapting materials for mixed ability classes</a>	<input type="checkbox"/>
Listen	<a href="#">TeachingEnglish podcast: How can we use 'story' to teach English?</a>	<input type="checkbox"/>
Read	<a href="#">Should you be developing your own materials?</a>	<input type="checkbox"/>
Read	<a href="#">Stories waiting to be told</a>	<input type="checkbox"/>
Read	<a href="#">Teaching without a coursebook</a>	<input type="checkbox"/>
Read	<a href="#">Teenagers and video</a>	<input type="checkbox"/>





Read	<a href="#">Using arts and crafts arts in English lessons</a>	<input type="checkbox"/>
Read	<a href="#">Using flash cards with young learners</a>	<input type="checkbox"/>
Read	<a href="#">Using music and songs</a>	<input type="checkbox"/>
Read	<a href="#">Using news articles</a>	<input type="checkbox"/>
Read	<a href="#">Using poems, quotations and proverbs</a>	<input type="checkbox"/>
Read	<a href="#">Video for the English classroom</a>	<input type="checkbox"/>
Read	<a href="#">Writing ELT stories for primary</a>	<input type="checkbox"/>
Read	<a href="#">Using authentic materials</a>	<input type="checkbox"/>
Read	<a href="#">Effective use of video in the ELT classroom</a>	<input type="checkbox"/>
Watch	<a href="#">English Teaching Talks - Managing resources</a>	<input type="checkbox"/>
Watch	<a href="#">Becoming a Clean, Green, Educating Machine</a>	<input type="checkbox"/>
Watch	<a href="#">Using children's literature as mirrors, windows and sliding glass doors in primary ELT</a>	<input type="checkbox"/>
Watch	<a href="#">Rachael Roberts - How to write effective classroom materials</a>	<input type="checkbox"/>

What did you learn from the resources above?

**I learnt....**

What will you change in your teaching?

**I am now going to....**



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# Your learning – training courses

Visit the [training pages](#) on TeachingEnglish to see what courses are running in April and May 2024.

## Plan

Decide which training course(s) you will do and how could help your knowledge and/or understanding of Managing resources.

Which training course(s) will you do?

How will the training course(s) help you develop your understanding and application of Managing resources?

## Reflect

After doing the course(s), reflect on which ideas or strategies you learnt and how these will help your learners.

What new teaching ideas or strategies are you going to try?



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How will the teaching ideas or strategies help your learners?

## Revisit

After trying the new teaching ideas or strategies, reflect on how your learners responded to them and what you are going to do next.

How did your learners respond to the new ideas or strategies?

What are you going to do next?

Share what you learnt with the TeachingEnglish community in the comments sections on TeachingEnglish or in the Facebook [Courses for teachers community](#).



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# Your learning – webinars and live events

Find out what webinar and other live events are happening connected to the theme of Managing resources on the [webinar page](#) on TeachingEnglish or on our [Facebook page](#).

## Plan

Decide which event(s) you will attend and how it could help your knowledge and/or understanding of Managing resources.

Which event(s) will you attend?

How will the event(s) help you develop your understanding and application of Managing resources?

## Reflect

After attending the event(s), reflect on which ideas or strategies you learnt and how these will help your learners.

What new teaching ideas or strategies are you going to try?



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How will the teaching ideas or strategies help your learners?

## Revisit

After trying the new teaching ideas or strategies, reflect on how your learners responded to them and what you are going to do next.

How did your learners respond to the new ideas or strategies?

What are you going to do next?

Share what you learnt with the TeachingEnglish community in the comments sections on TeachingEnglish or on the [Facebook page](#).



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# Your reflections and next steps

Consider how your understanding of Managing resources has changed over the last few weeks. Read back on your notes and reflect on what you have learnt from attending different training courses and events and accessing different resources. What will you do differently with your learners now?

**Learning how to manage resources more effectively has helped my learners by...**

**I've tried...in my lessons**

**I'm going to continue doing...in my lessons because**

**I want to continue working on...because**



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**Well done — you’ve developed the professional practice of Managing resources. We hope you’ve found this teacher pathway workbook useful. Continue your learning with us by exploring other resources, joining another teacher training course and attending more webinars and live events.**

Explore our [framework for teacher knowledge and skills](#) for inspiration, support and resources.

Learn more about other free teacher training courses with TeachingEnglish on our [training pages](#).

Register for more of our [webinars](#).

Keep up to date with other live events by following us on [Facebook](#).

