LL4L
Leadership Literacy for Life

Leadership Fundamentals:

Teacher's Guide

1) WELCOME

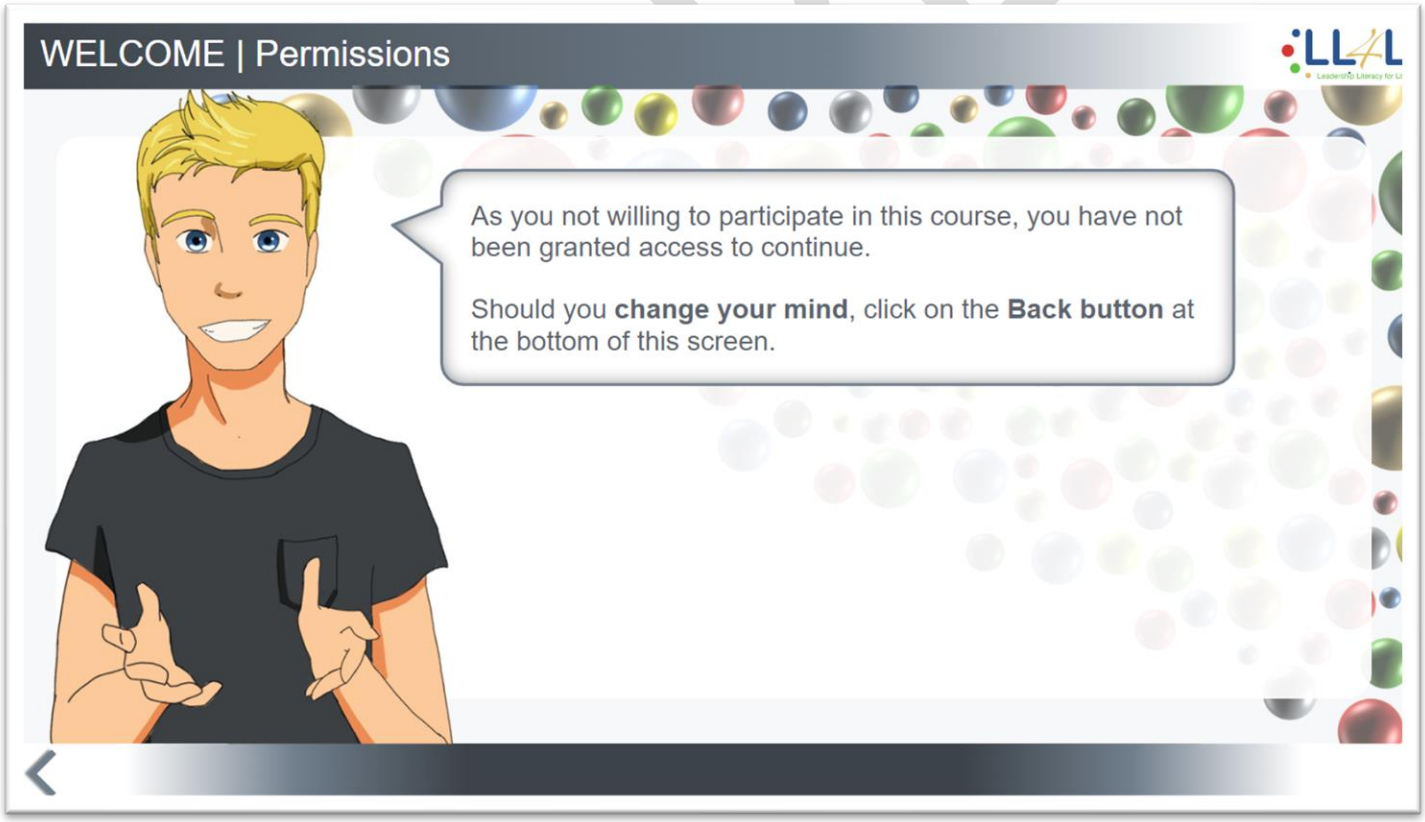
Before the learners/students start the course, we need obtain their permission to protect their privacy and to acknowledge their willingness to participate in the course. Without their permission, they will not be able to continue with the course.

This should take about 5 minutes.

They are required to answer four questions.

1. I hereby confirm that I am participating in Leadership Literacy for Life (LL4L) voluntarily. Yes/No
2. I hereby confirm that my responses to the pre- and post-course questionnaires will be used (anonymously) for ongoing research to better prepare future leaders. Yes/No
3. I hereby confirm that I understand that I am participating in an e-learning course that contains learning content about self-awareness, self-leadership, and leadership of others. Yes/No
4. I understand that there is counseling available to me from the school counselor should I wish to talk to someone after the course. I am also aware that I can contact a help line if I need to. Yes/No

If the leaners/students answer no to any of these questions, they will receive the following message:



2) PRE-COURSE QUESTIONNAIRE

The learners/students will need to complete the questions to continue with the course. This should take up to 30 minutes. You could ask the learners/students to complete this at home.

3) INTRODUCTION

UNIT	LEARNING OBJECTIVE	RESOURCES	TIME
The Three Circles of Leadership Literacy	Identify the three circles of leadership literacy.	n/a	10 minutes

Once the Welcome, Pre-course Questionnaire and Introduction have been completed, the following can be discussed as a group or in pairs.

1. What are the three circles of leadership literacy?
2. What are your expectations of the course, having seen the Introduction and Welcome?
3. Does anyone have any questions with regards to the course navigation before we continue with Circle 1?

4) CIRCLE 1 – SELF-AWARENESS: MODULE 1: SELF-AWARENESS AND THE LADDER OF INFERENCE

UNIT	LEARNING OBJECTIVE	RESOURCES	TIME
Introduction	Define what self-awareness is.	n/a	15 minutes
Controlling the Way that We Think	Identify the steps in the ladder of inference.		
Conclusion	n/a		

We all have the experience of jumping to a conclusion over a situation and feeling silly afterwards when it becomes apparent that we misunderstood or misread something. The purpose of this module is not to memorise the steps of the ladder of inference but to understand that there is a process that happens within our thinking. This is a process that we have some control over. This control comes with our awareness.

Group or pairs discussion points here are:

1. What did you learn from the video? What was the central message that stuck for you?
2. What does self-awareness mean to you now after watching the video?
3. What did you agree with in this module and why?
4. What didn't you agree with in this module and why?

SAMPLE

After this module the students will take the COE assessment. This will open in a separate URL window, so it's important that they don't close their main screen as they will go back to that one.

SAMPLE