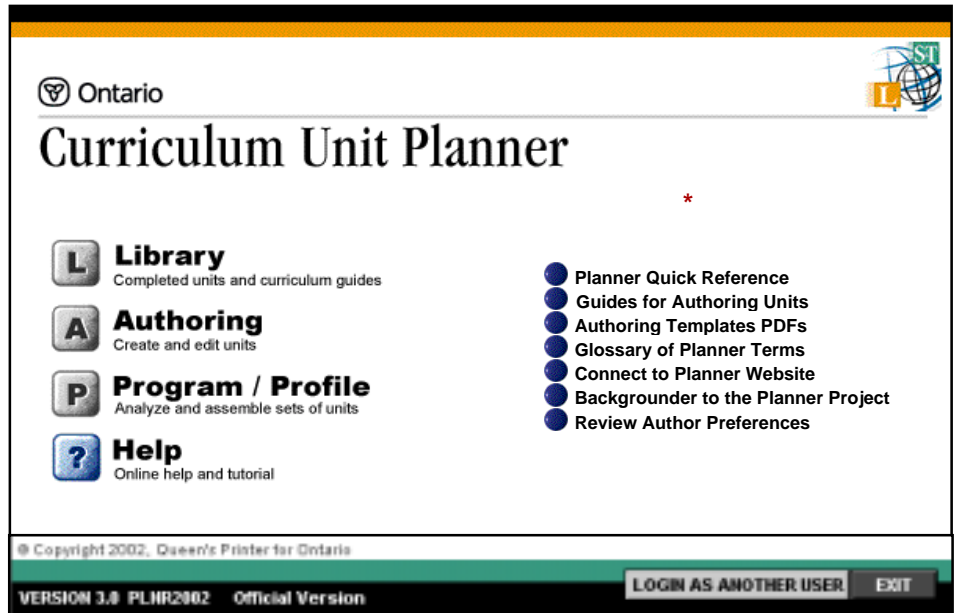




## The *Planner* Project

The *Ontario Curriculum Unit Planner* is an interactive, electronic software-based tool designed to help teachers implement the Ontario curriculum. The French language version is the *Planificateur d'unités d'apprentissage*.

The *Planner* contains all Ontario curriculum expectations – Kindergarten to Grade 12, teaching companions, tools to create and organize resources, ways to analyse instructional practice, and online help to use the electronic application effectively.



The *Planner's* menu (left) and Help sub menu (right)

The Ministry of Education has developed and evaluated the *Planner* in cooperation with Ontario teachers. Field test versions of the *Planner* were provided to every publicly-funded school board in Ontario. Boards were then provided with training. Feedback was gathered from teachers through the training sessions, an online survey, and subject association meetings.

An important function of the *Planner* is to support the interaction among teachers through the sharing of units and profiles in a consistent way throughout Ontario. This interaction is made possible by the two main parts of the *Planner* project:

1. a common CD-ROM that allows teachers to install the *Planner* application on their personal and school computers and to create units and profiles in a consistent format;
2. a website to allow download of units and profiles, sharing of ideas, *Planner* training, and technical support.

## The *Planner* CD-ROM

The *Planner* gathers and coordinates a wealth of resources. Teachers can:

- search a database of all curriculum expectations by grade, subject, course, and keyword;
- use versatile templates to create units, course outlines, programs and profiles, handouts, rubrics, and resource lists;
- add expectations, strategies, and resources to units and their activities;
- consult, copy, and bookmark Teacher Companions for teaching/learning and assessment strategies, special education, and ESL/ELD;
- create and edit their own rubrics and access the assessment rubrics for tasks in provincial exemplars;

- organize units into elementary programs or secondary profiles for a course, term, or year;
- analyse the expectations, strategies, and resources for a unit or program/profile;
- import sample units/profiles easily from the CD-ROM and the Web;
- export/import units, programs, and profiles for adapting and sharing;
- preview and publish professional-looking results;
- get user-friendly help and Web-based support.

### The *Planner* website

Teachers can use the website at [www.ocup.org](http://www.ocup.org) (English) and <http://www.planificateur.org/> (French) to:

- search index of units and profiles;
- download units and profiles – such as the Ministry-sponsored units and profiles developed in conjunction with Board consortia – in PDF and *Planner* formats;
- access support documents from ministry-sponsored unit projects;
- consult guides and companions from the *Planner* CD-ROM that help design and assess an effective unit;
- access relevant curriculum links from provincial, national, and international sources;
- register as a *Planner* user, read and submit FAQs, and get technical support;
- learn to use the *Planner* effectively from training slides and resource documents for individual and team use.

### Getting the *Planner*

Copies of the official version of the *Planner* are provided free of charge to every publicly-funded school board in Ontario through the Ontario Educational Software Service board representative as well as to every student attending a faculty of education.

Due to a strict licensing agreement with the software developer, the run-time version *Planner* is distributed on a cost-recovery price of \$25 for each CD-ROM per machine.

For more details, please go to “Getting the Planner” at [www.ocup.org](http://www.ocup.org).

### Getting Started

A good way to get started using the *Planner* is to view and print the **Quick Reference** from the *Planner*’s Help Menu or from [www.ocup.org/resources](http://www.ocup.org/resources) which explains that:

1. New users must create a login and password using the **Add Author** button.
2. The **Main Menu** contains four sections – **Library**, **Authoring**, **Program/Profile**, and **Help**, each with particular features and tools.
3. The *Planner* is designed to highlight a particular model of the planning process (initial assessment, sequential subtasks, and culminating task or summative assessment) but can accommodate other ways to develop learning tasks.

