

## PLN ACTION PLANNER

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With so many choices about what and whom to include in your PLN, it can be helpful to write down a plan for how to develop and maintain your network. The planning chart below should help you to clarify your short-term and long-term goals and topics of interest. Examples for teachers who are new to planning a PLN and those who have an existing PLN are included below.

Blank planner:

<b>This week:</b>
<b>This month / academic term:</b>
<b>This year:</b>
<b>Topics of interest:</b>

Example planner for teachers just starting to develop their PLN:

<b>This week:</b> <ul style="list-style-type: none"> <li>- <i>Join Twitter; read tutorial materials from the internet; follow 5 TEFL educators</i></li> <li>- <i>Send a follow-up e-mail to the presenter I met at the TEFL conference last week</i></li> </ul>
<b>This month / academic term:</b> <ul style="list-style-type: none"> <li>- <i>Set aside 20 minutes 3 times a week to review content in my virtual PLN</i></li> <li>- <i>Write my first Tweet</i></li> <li>- <i>Present a "Lunch and Learn" session on how to increase the amount of listening activities in the intermediate curriculum</i></li> </ul>

<p><b>This year:</b></p> <ul style="list-style-type: none"> <li>- Start a blog</li> <li>- Join a “Shaping the Way We Teach” webinar course and join the program’s Ning online community; participate in pre- and post-webinar discussion boards</li> </ul>
<p><b>Topics of interest:</b></p> <p><i>Social media – privacy, mobile learning, learner autonomy, managing group work in large classes; lesson ideas for teaching conditionals and idioms</i></p>

Example planner for teachers who are maintaining and curating their PLN:

<p><b>This week:</b></p> <ul style="list-style-type: none"> <li>- Update LinkedIn profile and contacts; review items in the blog roll on my blog</li> <li>- Facebook “how to” chat with Marta; review her new professional page and offer suggestions</li> </ul>
<p><b>This month / academic term:</b></p> <ul style="list-style-type: none"> <li>- Host a Twitter chat with teachers in my region</li> <li>- Write an article for my local TEFL organization newsletter</li> </ul>
<p><b>This year:</b></p> <ul style="list-style-type: none"> <li>- Conduct an action research project on my new approach to assigning student roles during group work; share results with school’s Action Research Group</li> <li>- Co-present a workshop at my national TEFL organization conference; e-mail Khalid from the National University so we can meet for coffee at the conference (I haven’t seen him in over a year!); join the Teacher Professional Development committee</li> </ul>
<p><b>Topics of interest:</b></p> <p><i>Gamification of learning, increasing student motivation, licensing and Creative Commons materials, service learning; lesson ideas that incorporate environmental content</i></p>

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