

Planning Strategies for Students: Middle School Planner Features



1. Homework Recording Space

Encourage students to use the large, open planning space to explore their personal planning style. Some methods to try are list-making, grouping items by subject, or listing items by priority or due date. Have students check off completed tasks and transfer tasks students weren't able to get done.

2. Long-Term Planning Space

The Long-Term Planning space on the monthly calendar page is perfect for any assignment that has more than one step. Helping students break down projects into smaller, bite-sized pieces helps them learn valuable skills such as how to manage time, reduce project or test stress, and meet deadlines.

3. Monthly Goal-Setting & Tracking Spaces

The monthly calendar page is the perfect place to have students set and track progress toward long-term goals. Checkboxes within the calendar give students a visual reminder of the progress they're making toward big achievements. Encourage students to start the month by setting an academic, health, or relationship goal. Remind them that it's best to break down goals into steps, with achievable checkpoints along the way. Have them record the checkpoints on the monthly calendar.

4. Weekly Goals & To-Do's Space

The weekly Goals & To-Do's space is a flexible area for students. Encourage students to use the space as a tool to capture important tasks or reminders they want to remember. For example, students might want to remember to ask a question about an upcoming project. This is the perfect space to keep items top-of-mind.

5. Materials-to-Bring-Home Space

Things can get crazy at the end of the school day! When students are tired or rushed, they might forget important materials they need to complete homework or assignments. Encourage students to jot down items they need to bring home in the Materials-to-Bring-Home space so they can quickly and easily gather things to take with them.

6. Family-Teacher Communication Space

The Family-Teacher Communication space is the perfect tool to keep students accountable for their schoolwork! Have students show their planner to a family member each night and ask the family member to sign-off on their homework. This encourages students and families to connect on what students are doing, and can increase homework completion rates.