INSTRUCTOR WALKTHROUGH / FICTIONAL

Reuse one reviewed answer before your next cohort.

Before launch, take one question you answered last run and turn it into a short answer the next group can find without asking you again.

1. Start with the recurring question.

Cohort 04 kept asking which exercise to repeat. Keep only the teaching point. Do not copy the original learner’s name, message, screenshot, attachment or link to the old course.

2. Review it for the upcoming group.

The practice brief is still part of the next lesson. Check that the current exercise rubric is the right version and that this group can access it. The fictional worked case includes no live resource link.

What should I practise before the next lesson?

Repeat the practice brief before the next lesson. Compare your revised work with the current exercise rubric.

3. Approve the wording and test the learner view.

Use page 2 only for the fictional learner exercise. From the upcoming group’s view, find the right card for the prompt without opening any previous cohort content. The expected result is the practice brief and current rubric, not the file-naming card.

Hold if any check fails

Wait to share if the guidance changed, access is uncertain, or you cannot explain the answer without someone else’s private material. Rewrite or choose another question.

LEARNER-ONLY WORKED EXAMPLE / FICTIONAL

Find your next practice step.

You have ten minutes before the next lesson. What should you redo, and what should you use to check it? Choose the card that answers your question.

How should I name my submitted file?

Use the sample lesson code followed by the word practice. The naming example is fictional.

What should I practise before the next lesson?

Repeat the practice brief before the next lesson. Compare your revised work with the current exercise rubric.

Check your result.

Could you tell what to do next without seeing the instructor’s preparation notes or the old class discussion? If not, the wording or where it appears needs another pass.

REUSABLE INSTRUCTOR SHEET

Prepare one answer.

Print this page or recreate it in your approved local notes. Write in your own words. Keep this review sheet private.

Recurring question

Write the question the way a new learner would ask it. Avoid names and copied posts.

Current answer

Give one instruction and the next useful action. Add only resources you own or can share with this group.

Approval and access

Record the lesson, audience, check date and what a learner can actually open. Unclear? Hold.

Learner-view test

Try different words from the prompt. Record what the learner found and where they got stuck.

Ready to share only when the intended group can find the current answer. Copy only the approved question and answer into your existing course FAQ or lesson.