This implementation template is the culmination of the online course, Getting Started with MY Access! Use the template to show how you are planning to incorporate MY Access! into the existing scope and sequence of your class(es). Save the template to your computer and type directly into it.

In Part 1 of the template, complete the following:

1. Identify three separate instructional units in which MY Access! will be used as an instructional tool.
2. Identify the dates of delivery so that you can show progressive and complete integration of MY Access! into the writing instruction for your class(es).
3. Identify which genre of writing will be taught within each of the three units (narrative, persuasive/argument, informative/expository, text-based informational, or literary response).
4. Indicate your instructional goals for the lesson or unit. What do you want your students to learn? What are your expected student outcomes for the lesson/unit? Are you planning for an individual student, a small group, or a large group?
5. Clearly identify which standards are being addressed. These can be Common Core State Standards or individual state standards.
6. In each of the writing process stages, indicate what skills your students will learn. You do not have to include all four areas if the unit does not focus on all of them. For example, if the plan is to have students write to a prompt, and one of the goals is to have them focus on prewriting only, then perhaps only that portion of the writing process will be addressed in this unit.
7. For the "Time on Task" column, how much time do you plan to have students spend in each of the writing process components that you have identified in the previous column? This will allow you to determine if your plan is workable.

In Part 2 of the template, complete the following:

1. Identify the MY Access! resources that will assist you in completing your instructional goals for each of the three units you have chosen.
2. Be sure to include the title of the prompt you are using. If you are using a MY Prompt of your own creation, please include the text of the prompt in the "MY Access! Resources" column.
3. Include any resources that relate to the individual domains that will be taught in each unit. You may not need to include them all depending on the focus and goals for the unit.
4. For the "Other" category in each "Unit" row, include any MY Access! resources that do not directly relate to the individual domain areas.
5. For each resource that you select, indicate whether it will be used as an offline activity, online activity, or both.

Once you have completed the template, please e-mail it to the Educational Consultant of your last discussion group. That information will be shared with you during the final online group discussion for this course.

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| **Your Unit and Title** | **Dates of Delivery** | **Genre of Writing** | **Instructional Goals** | **Standards of Learning** | **Writing Skills to Teach** | **Time on Task**  **for each Writing Skill** |
| **Unit 1** |  |  |  |  | Prewrite |  |
| Draft |  |
| Revision |  |
| Publication |  |
| **Unit 2** |  |  |  |  | Prewrite |  |
| Draft |  |
| Revision |  |
| Publication |  |
| **Unit 3** |  |  |  |  | Prewrite |  |
| Draft |  |
| Revision |  |
| Publication |  |

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| **Your Unit and Title** | **MY Access! Resources** | | **Online/Offline** |
| **Unit 1** | **Prompt:** |  |  |
| **Focus and Meaning:** |  |  |
| **Content and Development:** |  |  |
| **Organization:** |  |  |
| **Language Use:** |  |  |
| **Conventions/Mechanics:** |  |  |
| **Other:** |  |  |
| **Unit 2** | **Prompt:** |  |  |
| **Focus and Meaning:** |  |  |
| **Content and Development:** |  |  |
| **Organization:** |  |  |
| **Language Use:** |  |  |
| **Conventions/Mechanics:** |  |  |
| **Other:** |  |  |
| **Unit 3** | **Prompt:** |  |  |
| **Focus and Meaning:** |  |  |
| **Content and Development:** |  |  |
| **Organization:** |  |  |
| **Language Use:** |  |  |
| **Conventions/Mechanics:** |  |  |
| **Other:** |  |  |