Explain It Simply Worksheet

Age Group: 8-12 Years | Skill Focus: Clear Explaining

My name: ..... **Date:** .....

How to use this worksheet
You will pick a skill you know well, plan the steps and teach it to someone, step by step.
Do each step in order. Great teachers make hard things easy!

1 Pick a Skill to Teach

Tick ONE skill you know well, or write your own. Pick something you can explain in a minute or two!

Home skills

- ☐ Making a sandwich
- ☐ Washing hands well
- ☐ Packing a school bag
- ☐ Tying shoelaces

My own: .....

Fun skills

- ☐ Playing my favourite game
- ☐ Drawing a cartoon
- ☐ A simple magic trick
- ☐ Planting a seed

My own: .....

School skills

- ☐ Telling the time
- ☐ Using a dictionary
- ☐ Making a paper plane
- ☐ Packing for a trip

My own: .....

Explain Spark!
A clear explanation is short, simple and in the right order. Use words like first, next, then and finally.
Example: *"First, get two slices of bread. Next, spread the butter. Then add cheese. Finally, put the slices together."*

My skill is: .....

Things I will need: .....

Who will I teach? Tick ONE!

☐ A family member ☐ A friend ☐ A younger child

How well do I know this skill? Tick ONE!

☐ Very well ☐ Fairly well ☐ I need to practise first

2 Break It into Steps

Great explainers put steps in the right order. Warm up with these activities!

ORDER IT **How to brush your teeth. Write 1, 2, 3 or 4.**

_____ Rinse your mouth with water.

_____ Put toothpaste on the brush.

_____ Brush for two minutes.

_____ Wet your toothbrush.

Order Words

START: **First** **To begin** **Start by**

MIDDLE: **Next** **Then** **After that** **Also**

END: **Finally** **Last of all** **At the end**

FILL IT **Add the missing order words**

Choose from: first, next, then, finally

_____ , get two slices of bread.

_____ , spread the butter on one slice.

_____ , add a slice of cheese.

_____ , put the slices together and enjoy!

Which explanation is clearer? Tick it!

☐ "Just put the bread together and it works."

☐ "First, get the bread. Next, add the butter. Finally, add the cheese."

Draw the 3 most important steps for your own skill!

Step 1	Step 2	Step 3

3 Plan Your Lesson

Plan what you will say. Use short sentences and one step at a time!

START **Say what you will teach and why it is useful**

Try: "Today I will teach you how to ___. You will need ___."

.....

.....

THE STEPS **Explain one step at a time**

First, ...

.....

Next, ...

.....

Then, ...

.....

Finally,.....

.....

END **Check they understood**

Try: "Now you try! Do you have any questions?"

.....

.....

Helpful Teaching Phrases

START: **Today I will show you…** **You will need…**

MIDDLE: **Make sure you…** **Be careful to…** **Watch how I…**

END: **Now you try!** **Any questions?**

Read your lesson plan out loud once. Check it!

☐ Steps are in order ☐ I used order words ☐ One step at a time

Tip: If a step feels too big, split it into two smaller steps!

4 Teach It!

Teach your skill to your learner. Tick each Teacher Tip you remember!

Teacher Tips

- ☐ Speak slowly and clearly
- ☐ Say one step at a time
- ☐ Show with your hands or props
- ☐ Use first, next, then, finally
- ☐ Watch their face for confusion
- ☐ Be patient and kind

Teach it 3 times. Colour a star after each one!

Round 1: to a mirror	Round 2: to a toy or pet	Round 3: to my learner
☆	☆	☆

Could my learner do it alone? Tick ONE!

☐ Yes, easily ☐ With a little help ☐ Not yet

Steps I taught: .....

How did your teaching feel? Tick your choice!

★★★	★★☆	★☆☆
Super teacher!	**Getting there**	**Needs clearer steps**
☐ Tick here	☐ Tick here	☐ Tick here

The step my learner found trickiest was... .....

Parent / Teacher Feedback

What the child did well: .....

One thing to try next time: .....

Teaching stars: ☆ ☆ ☆ ☆ ☆ **Signed:** .....

Well done! You can explain it simply!