

TOOLBOX

A toolbox is a list of skills that students will be learning, are learning and have already learned. It is used to help students become aware of the skills the teacher is trying to teach them and to demonstrate mastery of those skills by showing evidence of them in their work. It is also used to help teachers to identify/target the skills they would like students to learn and provide evidence of their having taught those skills.

A toolbox can be used for writing, reading, mathematics, history, science or any other subject in which a teacher would like to help students to identify the skills they are learning and hold them accountable for learning them. When using the toolbox, tell students these are the skills you will be teaching in that unit. Some they may already know and some they may not. That's okay. The point is that they should learn these by the end of the unit. The toolbox should be handed out blank, at the beginning of the unit. Tell students this is their master copy that they will use to define each of the skills, as you introduce them. Then every time you introduce a new skill, have them take it out and add the definition with an example you provide. They can use this when they are creating their formal assignment where they must use the new skills you have taught.

You should hand out a toolbox each time a formal assignment has been completed. Students should fill in the skills they have used in that assignment only and give examples of how it was used. They are only responsible for the tools that have been taught to date. So unless it is the very end of the unit, not all of the skills need to be filled in.

Scroll down the page to see one example of a toolbox used for a freshman English class. Feel free to download it and print it as a handout for your students or use it to create your own.

TOOLBOX

Name _____

Date _____

Title of Piece _____

Please check off and show evidence of the following in your piece of writing. Then attach this to all of your drafts.

_____ **Adjectives/Adverbs**
Example _____

_____ **Metaphors/Similes**
Example _____

_____ **Show Not Tell**
Example _____

_____ **Synonym (s)**
Example _____

_____ **Paragraphs**
Example _____

_____ **Hook**
Example _____

_____ **Dialogue**
Example _____

_____ **Voice**
Example _____

_____ **Reflection**
Example _____

_____ **Evaluation**
Example _____

_____ **Complex Sentences**
Example _____

_____ **Compound Sentences**
Example _____

_____ **Complete Sentences**
Example _____

_____ **Topic Sentences**
Example _____

_____ **Supporting Details**
Example _____

_____ **Commas**
Example _____

_____ **Message/Theme**
Example _____

