VITAL Tutoring Lesson Plans

Learner's Name:	Tutor's Name:	Month/Year:
Learner's **Long -Term Goal**:		
Learner's **Short -Term Goals**:		

Session Number	Session Date	Learning Activities/Materials Used	Time Spent	Learner Progress **I**=Introduced **R**= Reviewed **M**= Mastered

Time spent tutoring	
Tutor preparation time	

Totals this side

Continue on reverse

Session Number	Session Date	Learning Activities/Materials Used	Time Spent	Learner Progress **I=**Introduced **R=** Reviewed **M=** Mastered

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Total time spent tutoring	
Total tutor preparation time	
Total time this period	