

Classroom AI Organizer

Directions: Use the statements below to reflect on how you can use AI tools, and to set clear implementation goals, to save time in your classroom. Some examples have been included in the tables to give you some starting ideas. You can refer to the course content and the additional resource, the AI Tool Reference Chart, to help you.

On average, I spend about _____ hours planning per week.

On average, I spend about _____ hours evaluating student work / giving feedback per week.

On average, I spend about _____ hours communicating per week.

Based on the numbers above, I would like to focus my goal on (choose all that apply):

- ☐ Planning / Differentiation
- ☐ Evaluating Student Work / Giving Feedback
- ☐ Communication

Planning and Differentiation

How AI Can Help	My Specific Needs	Tool I Plan to Implement
Community Building with icebreakers, jokes, quotes, etc.		
Lesson Plans		
Unit Plans		
Differentiating Content		
Creating Instructional Materials		
Other:		

Evaluating Student Work / Giving Feedback

How AI Can Help	My Specific Needs	Tool I Plan to Implement
Generate assessments		
Generate rubrics		
Use a rubric to analyze student work		
Generate feedback for students		
Other:		

Communication

How AI Can Help	My Specific Needs	Tool I Plan to Implement
Introduction Email		
Newsletter / Weekly Updates		
Replies to Emails		
Recommendation Letters		
Meeting Agenda		
IEP / IEP Goals		
Behavior Improvement Plan		
Other:		