

GUIDELINES TO TEACHING ART MASTERPIECE

1. GETTING READY

- a) Attend mandatory "Art Guide" training. There you will meet the Art Masterpiece Coordinator for your school. They will tell you:
 - Where the lessons, prints or transparencies, and art supplies are kept.
 - How to schedule your lessons in the Art Masterpiece Calendar and how to "check out" the materials you'll need.
 - In addition, there will be a training presentation on how to teach an Art Masterpiece class and activity.
- b) Once you are assigned to a class, contact the teacher and schedule the date and time of your monthly lesson. Pick up your copy of the lesson in the designated area.

2. PREPARING THE LESSON

1. When preparing your lesson, use the same three-part format every time:
 - a) Short Artist Bio/talk about Art Style – Prepare the bio and information on the art style using your lesson, manual or other resources.
 - b) Keywords and Questions – Determine how the picture illustrates elements of art or principles of design listed in many of the key words of the lesson. Use question to engage³ the students in talking about these key words. Be sure to write them on the board.
 - c) Conduct a Hands-On Activity – Do the preplanned activity ahead of time so you can demonstrate it more effectively and have an example to show the students.

3. FIRST DAY OF CLASS

- 1) Come 12 minutes before your teaching time to check out your print and get any art supplies you may need. (Teachers may already have some supplies in their classroom.)
- 2) When you enter the classroom, introduce yourself, art masterpiece, difference between reproduction and original. On the blackboard, write the artist's name, birth and death dates and the actual size of the artwork.
- 3) Introduce your artist in a 5-10 minute bio. Generally this a brief discription of their life, education and work.
- 4) Present art masterpiece (print or transparency)
- 5) Discuss piece in a manner that introduces the lessons' keywords and concepts to the students. Ask them questions!
- 6) Give them the instructions on how to do the activity.
- 7) Pass out activity supplies.
- 8) Have the kids start the activity while you walk around the room to help them follow the instructions and encourage them.
- 9) When the activity is completed, have the class help clean up.
- 10) Return remaining supplies, print or transparency to designated area.

4. PREPARATION FOR NEXT LESSON

- 1) Pick up new lesson at the beginning of the month.
- 2) Contact your teacher to schedule that month's lesson.
- 3) Be sure to note the date and time of your lesson in the Art Masterpiece Calendar.