

Applying Universal Design to Your VET Work

60 minutes

ICT Specialism 2: The Presentation of ideas

Outcome M2.U1.4

Outcome M2.U1.2

Outcome M1.U1.1

WHAT THIS LESSON DOES

You will combine decisions about your Something Real VET presentation format with universal design priorities into a low-fidelity sketch on paper. Structure and accessibility are fixed before design software opens, and a photo of the plan is banked as portfolio evidence.

CURRICULUM OUTCOMES

Outcome	What the specification asks for
M2.U1.4	Develop awareness of accessibility features and the principles of universal design.
M2.U1.2	Apply those principles to appropriate presentations.
M1.U1.1	Demonstrate proficiency in creating and managing a filing framework (opening, saving, folders within folders, etc.).

WHAT STUDENTS SHOULD BE ABLE TO DO

- Combine your format decision and universal design priorities into a low-fidelity sketch (rough plan with boxes and labels, not a finished design)
- Plan how your Something Real VET interview presentation will look before opening any design software
- Save sm2_vet_sketch_v1.jpg or sm2_vet_sketch_v1.png as portfolio evidence of your plan

BEFORE THE BELL

- Prepare sheets of scrap paper and markers for sketching. The Aoife worked example is already on the Key concepts step, so you only need to decide whether you will project it or redraw it live in 60 seconds.
- Set and announce the photo-transfer default (school email to classroom PC is the usual path, with a shared class device for phones that will not cooperate).
- Confirm students can open Project_Portfolio/09_specialism/sm2 in cloud storage.
- Scrap paper or whiteboards, markers, projector for worked-example sketch; confirm photo-transfer default (school email to classroom PC, shared class device, or allowed cable); spot-check that students can reach Project_Portfolio/09_specialism/sm2
- Prepare a large version of the Aoife worked-example sketch to draw or project
- Board or projector for live Aoife sketch demo; students need prior format decision and UD priority notes on the desk; no cloud login needed in this block
- No prep needed beyond projecting or printing the table if useful
- Stamp or initials checklist; confirm every student is sketching their Something Real VET piece (same project as format + UD notes); shared class device ready for early transfer if needed
- Photo-transfer default ready and announced (school email on classroom PCs; shared class tablet as parallel path for stuck phones); spot-check list for sm2 folder + sm2_vet_sketch_v1 with real extension
- Quick folder spot-check list of student names for sm2_vet_sketch_v1 in sm2 only

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HOW THE LESSON RUNS

5 min	introduction	Introduction
6 min	content	Key concepts
10 min	content	Guided sketch method
3 min	content	Common issues
16 min	activity	Independent practice
10 min	activity	Bank your sketch
5 min	content	Reflection
5 min	summary	Lesson summary

TEACHING MOVES

- The guided method stays on paper, with Aoife's example on the board. There is no cloud activity and no portfolio save during that block.
- Independent practice is where each student produces their own Something Real sketch. It is a planning task done on paper, so Canva and slide software stay closed until the sketch is labelled and saved.
- Bank your sketch is the only upload: sm2_vet_sketch_v1 with the real .jpg or .png extension in sm2. There is no drafts folder for this file, and renaming a .jpg as a .png breaks the image.
- Start the transfer for slow finishers in the last 2 minutes of independent practice, and during the saving block collect 3-4 stuck phones onto one shared device while the others upload.
- Roam with a stamp or initials and let partner look-fors come first, because a line of students at your desk costs the whole room working time.
- Keep Common issues available as a reference during the sketching and the saving, rather than reading it through.
- Leave about 2 minutes of the summary for the folder spot-check, so that you can tick off names and catch anyone whose file is missing.

WHAT TO WATCH FOR

- Sketch becomes too detailed with colour and sentences, erase decoration; boxes, titles, and UD labels only.
- Forgetting the two universal design priorities, check earlier notes before photographing.
- Phone photo stuck off the classroom PC, use the agreed email default, with the shared device for the last few.
- Wrong folder or camera filename, require Project_Portfolio/09_specialism/sm2 and sm2_vet_sketch_v1 with the real extension.

DIFFERENTIATION

- Support: Offer a basic template with pre-drawn boxes for students needing structure help.
- Extension: Extra accessibility callout or alternate opening layout on the same sketch.
- Support: Allow paired discussion during the reflection phase.