

HO 4. How to create the perfect knowledge organiser

DO...

- + Write knowledge organisers while planning a scheme of work.
- + Organise your information through diagrams and tables.
- + Include the foundational knowledge needed to allow pupils to be successful in a unit.
- + Focus on facts.
- + Include keywords on every page, defining words in the most accessible way possible.
- + Plan activities and pieces of homework which get pupils actively to engage with the knowledge organiser.

DON'T...

- + Write knowledge organisers as you teach a unit, or as a reactionary step after a unit has finished.
- + Include paragraphs of text.
- + Include information just because it is interesting, rather than necessary.
- + Focus on opinion.
- + Assume pupils will be able to access or find specific key terms.
- + Expect pupils to read and retain the knowledge organiser independently.
- + Include blank sections for pupils to fill in: pupils who need knowledge organisers the most are the ones least likely to fill them in.

Six steps

1. Define the schema
2. Sequence the schema
3. Decide on how the information will be presented. Remember words go well with relevant images
4. Write and trim the sections
5. Write the keywords on every page
6. Administrative steps, for example, numbering the sections

