

— FREE FACILITATION GUIDE

The Live Class *Facilitation* Prompt Matrix

4 master templates that turn any topic into a structured, interactive live class — built in under 60 seconds, right before you walk into the room.

FORMAT	BUILT FOR	SETUP TIME	WORKS WITH
4 Templates	Live Lectures	< 60 Seconds	Claude • GPT • Gemini

— HOW TO USE THIS GUIDE

Four steps. Zero prep anxiety.

Each template below is a complete, ready-to-run prompt. Swap the bracketed variables for your actual class, paste into your AI tool of choice, and you have a full facilitation plan before your coffee gets cold.

01

Open your AI tool

Claude, ChatGPT, or Google Gemini all work — the prompts are model-agnostic by design.

02

Choose your template

Pick the one that matches today's format — full lecture, seminar discussion, abstract concept, or last-minute emergency.

03

Fill the brackets

Swap in your [Topic] and [Grade Level / Student Audience] — nothing else needs to change.

04

Paste, run, teach

Run it 15 minutes before class. You'll walk in with a minute-by-minute plan instead of a blank slide.

FIELD NOTE

The templates are ordered by use case, not difficulty — start with whichever matches today's class. Template 4 is worth bookmarking separately: it's built for the days prep time doesn't exist.

The 45-Minute Live Class Facilitation Guide

BEST FOR Full-lecture planning, structured discussions, and eliminating dead silence during class.

PROMPT • COPY IN FULL

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Act as an expert university professor and master pedagogue.

I am teaching a [45-minute] live class on [Topic] to [Grade Level / Student Audience].

Generate a minute-by-minute Live Class Facilitation Guide formatted into these 4 sections:

1. [0-5 Mins] The Hook – a provocative real-world dilemma or controversial question to start the class immediately (no intro slides).
2. [5-25 Mins] Interactive Core – break the main concept into 2 mini-chunks. After each chunk, provide 1 open-ended discussion prompt and 2 "cold-call" follow-up questions to check comprehension.
3. [25-38 Mins] Misconception Buster – identify the 3 most common misunderstandings students will have on this topic and give me the exact analogy to clarify them live.
4. [38-45 Mins] Exit Ticket – 1 synthesis question students must write down and submit before leaving the room.

WHY IT WORKS

Forces active recall every 5-10 minutes instead of front-loading passive lecture time.

SWAP IN

[Topic] and [Grade Level] — everything else stays as written.

The Socratic Discussion & Cold-Call Generator

BEST FOR Seminars, case studies, and keeping students active without relying on passive lectures.

PROMPT • COPY IN FULL

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Act as a Socratic seminar leader and academic discussion designer.

I am leading a live discussion on [Topic / Case Study / Paper] for [Grade Level / Student Audience].

Generate a 3-Tier Socratic Question Chain that moves students from basic recall to deep critical evaluation:

Tier 1: 3 Warm-Up Questions (tests basic comprehension of core concepts).

Tier 2: 3 Challenge Questions (pits two competing viewpoints or trade-offs against each other).

Tier 3: 2 Applied Scenarios (forces students to apply the concept to a real-world 2026 industry dilemma).

For each question, include a "Follow-Up Probe" to use if students give a surface-level one-sentence answer.

WHY IT WORKS

The Follow-Up Probe is the safety net — it pre-solves the awkward silence after a flat answer.

SWAP IN

[Topic / Case Study / Paper] and [Grade Level].

The Multi-Level Concept & Analogy Generator

BEST FOR Explaining abstract, technical, or complex subjects — STEM, law, finance, algorithms.

PROMPT • COPY IN FULL

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Act as a world-class communicator and subject matter expert in [Subject].

I need to explain the concept of [Complex Concept] to [Grade Level / Student Audience] in my live lecture today.

Provide 3 distinct, high-impact teaching analogies:

1. The Real-World Everyday Analogy – relates the concept to daily human experience.
2. The Visual / Physical Metaphor – explains the concept using spatial, mechanical, or visual systems.
3. The Industry Application – shows how top professionals in 2026 apply this concept in their career.

For each analogy, highlight 1 limitation so I can teach students where the metaphor breaks down.

WHY IT WORKS

Naming where each analogy breaks builds critical thinking instead of a false sense of certainty.

SWAP IN

[Subject], [Complex Concept], and [Grade Level].

The 5-Minute Emergency Class Starter

BEST FOR Last-minute lecture prep when you have zero prep time before stepping into the room.

PROMPT • COPY IN FULL

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I am walking into a [Class Duration]-minute class on [Topic] for [Grade Level] in 5 minutes and need an instant active learning framework.

Generate a quick 3-step live class plan:

1. The 2-Minute Think-Pair-Share Question – a quick question students discuss in pairs before I present anything.
2. The 3 Core Points to Cover on the Whiteboard – the absolute essentials, formatted as bullet points.
3. The 5-Minute Active Retrieval Exercise – an in-class activity to test understanding before class ends.

Keep all instructions brief, actionable, and ready to teach right now.

WHY IT WORKS

Think-Pair-Share buys you 2 minutes to gather yourself while students self-start the class.

SWAP IN

[Class Duration], [Topic], and [Grade Level].

— KEEP BUILDING

Want the systems behind *the prompts?*

This matrix is one page out of the full playbook. If you're building an AI-augmented teaching or growth practice, the guides below go a lot deeper.

NEXT READ

The Growth Guide with Claude — growth model, loops, prompt library

ALSO FREE

The CMO Guide with Claude — positioning, demand, brand systems

FIND BOTH

skreach.in/resources.html