

OBSERVATION AND EVALUATION ASSIGNMENT

Name: _____

Date: _____

STEP ONE: STUDENT TEACHER

Tell us a little bit about your ST and the learning environment. (fictional character or real person, best guess at level of experience, characteristics, etc. / grade level, content area, students, classroom arrangement, etc.)

STEP THREE: CONFERENCE NOTES

For each observation, review your notes in terms of what you would share with the ST during an observation conference. List at least three strengths you observed that will serve as a foundation for future success, one (two, at the most) concerns or goal areas you would like to see the ST consider or improve upon and any overall insights or questions you would raise in terms of the ST's performance and/or student learning. Talk about any specific approaches and/or strategies, you might use during this conference (brainstorming, problem solving, role playing, etc) in order to make this a collaborative, learning opportunity for your ST.

	STRENGTHS	CONCERNS, QUESTIONS, COMMENTS	INSIGHTS
First Observation			
Second Observation			

STEP FOUR: ASSESSMENT PRACTICE

Using the *COEHS Field Experience Evaluation Form*, you will assess the ST on at least three of the standards using the observation notes from BOTH observations (some standards, such as #9 and #10 will be difficult to observe in the context of this assignment). Copy and paste the three specific standards you are assessing into a Word document. Rank the ST, using the 1-5 ranking scale, on each chosen standard. Highlight and add defining comments and/or specific examples of what you observed in the videotaped lessons. (Cutting and pasting notes from Step 1 and/or 2 is a quick way to accomplish this.)

STEP FIVE: NARRATIVE EVALUATION PRACTICE

Turn your observation notes into a narrative that would be used as a credential by your ST. (This is similar to a letter of recommendation.) If this were an actual situation, you would write this narrative on the *Final Narrative Cooperating Teacher's Report*.

- Adding specific details observed in the lessons will make your evaluation more relevant to a prospective employer.
- Referencing the criteria and performances of the standard will help define your comments.
- Carefully choosing your words will help get your points across.