**Observation Checklist**

Date________________                                            Circle Obs. #:  1  2  3 4        Optional:   5  6

For all observations completed by University Supervisor, please have a designated place for the supervisor. Please print and complete this checklist for each US observation. The following artifacts should be shared through Google Docs at least 24 hours in advance for review and discussion:

_____ 1. Formal S&T lesson plan for current observation (shared at least 24 hours prior) and lesson plans from all previous observations (CT and US)

_____ 2. Weekly Feedback Forms

_____ 3. Reflection Journal (at least two entries per week)

_____ 4. Log of Professional Participation

_____ 5. Weekly and Cumulative logs of hours

_____ 6. Any questions, concerns, or topics for discussion__________________________

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The supervisor needs to conference with you after the observation, and also with the Cooperating Teacher, either before the lesson or after your conference. Please remember to allot time and location for these conferences.

_____ All requirements complete.

_____ Requirements incomplete:________________________________________________

______________________________________________________________________________

University Supervisor