

# **Pre Conference Questions- Observation # 1 2 3** (circle obs. #)

*(Completed by the new teacher before the pre conference)*

1. Objectives: What do you want students to know or be able to do in this lesson? Where are you in the lesson? Are you teaching new concepts or is this review?
  
2. Strategies: What thinking skills do you want students to practice and develop in this lesson? (ex: interpret data, analyze, explain, synthesize). What activities will students do to gain understanding or develop these skills?
  
3. Assessment: How will you check students for understanding?
  
4. Knowing Students: Describe the students in your class. Are there any special students you want me to observe? Where do they sit?
  
5. Feedback: Is there anything in particular that you want me to provide feedback (ex: time management, types of questions, your movement around the room).

**Post Conference Questions- Observation # 1 2 3** (circle obs. #)  
(Completed by the new teacher after the observation)

1. How did you think the class went? What went well? Why?
2. Did the students learn what you expected them to learn? How do you know?
3. Did you make any adjustments during class? If you teach this lesson again, what will you do differently?
4. What are your specific areas of strength? What are your areas that need attention?
5. What other questions or concerns do you have?