# Conference Observation

Teacher _____ Observer _____ Supervisor _____

| Conference Protocol | Supervisor's questions/ prompts/suggestions | Teacher's questions/ prompts/insights |
|---|---|---|
| • Ask the teacher to summarize impressions of the lesson | | |
| • Ask the teacher to recall data to support those impressions | | |
| • Analyze the observation data together | | |
| • Help the teacher synthesize the data and decide on next steps | | |
| • Reflect on the process and propose refinements | | |