

Pre-Observation Conference and Professional Development Goals September 27, 2006

Sandra as coach, Beverly's response in blue.

Beverly after looking over your lesson plan, I have a few suggestions:

How are you going to know if students grasp the differences between the file formats; jpg, gif, and bitmap? *Students will be given several files and be allowed to manipulate them into documents. They will be looking for size, and what extension each photo has. Students will also be given a definition of for their notebook. At the end of the week they will be tested on knowledge and later tested by using the formats on a webpage.*

What software program are you going to use and will the program accommodate your special or diverse learners? *The school has Microsoft FrontPage program and it has been loaded onto our computers. This particular class currently has no students with special needs, but I do have a larger computer screen that can be used for diverse learners.*

What are you going to do when technology problems arise? *Computer problems are always a factor when teaching computer classes. Between the laptops and computers in class there should be no problem with the computers, also the program has been loaded on each computer and does not need to be connected to the internet, it would be nice but class can continue with out it.*

What guidelines as to acceptable graphics, etc. will the students refer to when creating their web page? *The students have a list of acceptable websites to visit and they have been bookmarked on each computer.*

How will you conduct the self-assessment process? *Students will produce a webpage, which will be graded with a rubric.*

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Beverly as coach, Sandra's responses in blue

Sandra, after looking over your lesson plan I have a few suggestions:

What previous skills are you continuing to developing? *Keyboarding skills, spelling, and language skills will be continued learning.*

What are you going to do about the diverse abilities of the students? *Peer tutoring, the students that have some experience will help me with assisting the beginners.*

What are you going to do when technology problems arise? *I have extra computers in my room. If we have a problem, I will not spend time trying to fix something. I will simply move the student to another computer.*

How will you determine if students show daily progress? *By the questions, they ask and the progress they make on their Power Point presentation.*

What will it look like if students show daily progress? *The students will be telling each other about what they have created.*

How will you conduct the self-assessment process? *We will do a rubric at the end of the unit.*

