

Pre-conference coaching session

March 6, 2003

Becky as coach, Carla's responses in blue

I have looked over your Lesson Plan and have a few areas to consider.

From the Lesson Plan - content & cognitive goals:

1) How will you assess the ability to frame questions to direct research.

When the students need help finding research answers I will help them reword the question in order to guide them in the right direction.

2) Will you provide guidelines to apply fonts, color, white space, etc?

The students will create the multimedia presentation using a template. This is their first time to use Microsoft PowerPoint and I did not want to overwhelm them. They are learning how to copy and paste pictures so this will reinforce this new skill.

From the Lesson Plan - informal assessment:

1) What types of items will be on the checklist used to monitor student behavior?

Checklist items include: using time wisely; off task behavior; playing around on the computer; excess talking (especially if not talking about the projects)

From Instructional & Learning Strategies:

1) How will you determine if students show daily progress?

I will keep a mental checklist in my head and compare it daily. I will also ask them were they started and show me their accomplishments for the day.

2) What will it look like if students solve problems using higher level thinking skills?

I will look for additional information then what is on the required list.

From Instructional Technologies:

1) Do you have enough reference material if the server is still down?

Yes - the librarian went to the middle school library and checked out all the books on presidents.

2) Would it be possible for students to save to floppy disks?

The school district frowns on saving to floppy disks. If the server is down I may have to resort to this in order to complete the projects.

From Assessment Strategies:

1) How do you envision the student self-assessment process?

I envision the students looking at the growth they have made on this project. They started the project unsure of themselves and I have seen the growth and self confidence in a short amount of time.

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March 14, 2003

Carla as coach, Becky's response in blue

From your Lesson Plans

Content & Cognitive Goals

1. Will you have guidelines for the PowerPoint presentation?

We have established that there will be 10 slides in the presentation, including the title slide and credits slide. Slides will include key ideas which the students will expand upon when presented to the class. Transitions and animations may be used as long as they don't detract from the content. I know this is a difficult area for 7th graders. The students will be expected to exhibit unity in their creation.

Procedures for learning activities/tasks

1. How will you determine the the objectives have been mastered?

If the students are successful in creating a PowerPoint based on their research, then I will consider the objectives to be mastered.

2. How will you handle student behavior?

I will be team-teaching this lesson with the Study Skills teacher which will simplify student monitoring. If students are unable or unwilling to follow lab procedures such as staying in their seat, keeping noise to a minimum and abiding by the AUP, they will be removed from the lab and assigned book research.

Assessment

1. What will you look for when observing the students?

Specifically, I expect the students to be actively researching their assigned topic and then creating the PowerPoint. Are the students successful in determining keywords? Are they successful in selecting credible websites? Are they able to collect research data into a Word document? Are they able to create a PowerPoint with minimal assistance?

2. What type of self-assessment will be used?

The lesson has been modified since last we spoke and self-assessment is no longer appropriate.