[](http://www.apsva.us/aps)

Pre-Observation Conference Record

Teacher: School:

Grade/Subject: School Year:

Conference Date: Evaluator:

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| Inquiries | Notes |
| 1. Describe the lesson that will be observed.  * Where are you in your teaching? (Unit; lesson, page numbers in texts; introductory, middle, or culminating activity. * What are the objective(s) of the lesson? |  |
| 1. Describe the population of the class. |  |
| 1. What will be observed? |  |
| 1. What instructional approaches will be used? |  |
| 1. How are you going to know if students have learned? |  |
| 1. What do you believe to be any areas of concern? |  |