

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?
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| 1. Describe the population of the class.
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| 1. What will be observed?
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| 1. What instructional approaches will be used?
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| 1. How are you going to know if students have learned?
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| 1. What do you believe to be any areas of concern?
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