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**H A N D O U T**

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## Pre-Observation Planning Example Questions

### Questions to clarify goals

- What are you planning to teach?
- What do you want students to know and be able to do as a result of this lesson?
- Which curriculum standard(s) does this lesson address?
- How does this fit with what you have been doing recently with your students?

### Questions to identify what will be taught and how it will be taught

- What specifically will you be introducing/reviewing with the students? How will you do that?
- Do any of your students have special needs? If so, how will you accommodate them?
- What modifications or scaffolding have you done with them already?
- What will I see when I observe the beginning of the lesson? The middle? The end?
- What will you be doing?
- What will the students be doing?
- What is the most crucial ingredient for this lesson to be successful?
- Are there any parts of the lesson that you are uncertain about?

### Questions on routines, procedures, and materials management

- How many students do you have?
- How will the students be organized (e.g., individually, in groups)?
- What are the benefits of organizing the students in this way?
- How long is the lesson?
- What materials will the students be using, if any?
- How will you distribute them?

### Questions on evidence of student understanding and learning

- How will you know if students have learned what you want them to know and be able to do?
- What specific evidence are you looking for?
- How will you be assessing this lesson?
- In the future, how will you assess learning in this lesson — for example, as it relates to other lessons in the unit?

### Questions regarding what data will be most useful to reflect upon

- What would you like me to pay attention to?
- What kind of information would be most useful for you to reflect upon after the lesson?
- What way of recording that information would be most useful to you?

### Reminder for the new teacher

- Remember that if you need to change anything for the benefit of the students, feel free to do so. That is a natural part of teaching.