



Evaluation Resources

## Intel® Teach Essentials Course

### Follow-Up Observation



IN COOPERATION WITH

**EDC | Center for Children &  
Technology**



CENTER FOR CHILDREN & TECHNOLOGY

Developed by EDC | Center for Children & Technology  
in collaboration with Intel Corporation  
for the Intel Education Initiative

Copyright © 2007 Intel Corporation. All rights reserved. Intel, the Intel logo, Intel Education Initiative, and Intel Teach Program are trademarks of Intel Corporation in the U.S. and other countries.

\*Other names and brands may be claimed as the property of others.

**Revision 1.0**  
May, 2007



# Observation Protocol

---

This protocol is to be used during follow-up classroom observations with teachers who participated in the Intel® Teach Essentials Course. The purpose of the protocol is to capture evidence about the types of learning activities that occur, who is using technology, and how technology is being used. It also prompts the researcher to record basic information about the time and circumstances of the observations.

Below are comments about the purpose or focus of specific elements of the protocol.

## **Brief description of the room:**

Important information to note may include the type and amount of technology available, other instructional resources available, or how students are physically organized in the classroom (such as, sitting in groups or sitting individually).

## **Brief description of the lesson:**

This entire section is to be completed at the end of the observation, and is meant to capture the content, structure, and time span of the observed activity. What was the teacher's role? What were the students' roles? What, if anything, was the intended result of the lesson? And lastly, were there any challenges or difficulties that emerged during the session observed?

## **Snapshot observations:**

This section structures a process that should be completed every ten minutes for the duration of the observation period. The observer writes down brief notes in response to the questions contained in this section, describing what is happening in the classroom at that moment. Guidelines and suggestions for what to observe for each sub-question in this section are included below.

**Time started:** The observer records the time of every snapshot observation.

**Subject:** Include the subject being taught here.

**What is the class activity?** Some types of activities to look for:

1. Lab or Activity. Students work actively on a project.
2. Student Presentation. Students present work.
3. Question and Answer. Teacher is leader but there is interaction with students.
4. Lecture. Teacher talking or presenting material (could be video, audio, computer program) and students are listening.
5. Skill Practice. Students complete worksheets, practice skills on the computer.
6. Test. Students complete an assessment.
7. Other. Please describe.

**What technology is being used?** Some examples to look for are:

1. Computer
2. Printer
3. Scanner
4. TV
5. VCR
6. Digital Camera
7. Video Camera
8. Projector
9. Handheld computer
10. Other, Please describe.
11. NA (no technology used)

**What software applications are being used?** Possibilities are:

1. Word processor (such as Microsoft Word\*)
2. Presentation (such as Microsoft PowerPoint\*)
3. Desktop publishing (such as Microsoft Word\* or Publisher\*)
4. Web programming
5. Internet/WWW
6. Intel Teach Essentials Course CD-ROM
7. Intel® Education online thinking tools
8. Spreadsheet (such as Microsoft Excel\*)
9. Database (such as Microsoft Access\*)

10. Flow chart or concept mapping
11. Graphic software (such as Adobe Photoshop or The Learning Company's KidPix Delux\*)
12. Educational software package
13. CD-ROM reference
14. Other, please describe.
15. NA (no technology used)

**What is the teacher doing?** The teacher could be in any of these roles.

1. Leader. Teacher directs class with or without student interaction/participation.
2. Facilitator. Teacher assists and engages students as they work independently or in groups.
3. Observer/Monitor. Teacher is present but does not engage in content-related discussion unless approached by student.
4. Other. Please describe.

**What are the students doing?**

1. Independent Work. Students work on activities by themselves (i.e. reading, conducting research).
2. Group Work. Students work in groups doing a collaborative activity.
3. Whole Class Activities. Students work together as a large group.
4. Interacting with Teacher. Students respond to teacher questions.
5. Passive Listening. Students listen to teacher, TV, or other media.
6. Other. Please describe.

**Who is using technology?**

1. All Students (includes all students working in groups at computers, even if only a few per group actually touch the machine)
2. Some Students (includes group of students working on one computer, even if only one student is actually touching the machine)
3. Teacher and Students
4. One Student
5. Teacher
6. Other. Please describe
7. NA (no technology used)

### **How is technology being used?**

1. As part of a lab, activity or assignment done by students (for example, locating information on the Web for a research project)
2. By students to present information
3. By teacher to present subject matter
4. To teach technology skills (i.e. teaching a specific application or how to use computer)
5. By students as a free-choice option or reward, unrelated to academic project (i.e. to play a game or to surf the web for fun)
6. Other. Please describe.
7. NA (no technology used)

### **What project-based teaching strategies are being used?**

1. Teacher refers to or reflects on essential question of unit.
2. Teacher discusses or uses rubric to assess work products.
3. Students develop or pursue their own project ideas.
4. Students work in collaborative groups on projects.
5. Students present work to peers.
6. Students conduct independent research.
7. Other. Please describe.
8. NA (no project-based strategies used)

Date: \_\_\_\_\_ Time of day: \_\_\_\_\_ Observer: \_\_\_\_\_

Teacher Name: \_\_\_\_\_

School/Location: \_\_\_\_\_

Course Name/Grade: \_\_\_\_\_

Other characteristics of student population: \_\_\_\_\_

Total number of students: \_\_\_\_\_ Females: \_\_\_\_\_ Males: \_\_\_\_\_

Brief description of room (Classroom or computer lab, size, etc.):

Number of computers \_\_\_\_\_

Condition of computers:

\_\_\_\_\_

Other hardware (projectors, printers, scanners, etc.):

\_\_\_\_\_

\_\_\_\_\_

Internet access (number of computers with access, quality of access):

\_\_\_\_\_

Infrastructure issues:

\_\_\_\_\_

**Brief description of the lesson being taught:**

(Attach copy of lesson and materials associated with lesson if possible.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Was it developed in the Intel Teach Essentials Course training?

---

---

Student response to the lesson:

---

---

Overall challenges that arose:

---

---

---

---

---

---

---



## Snapshot Observations

---

Every 10 minutes, please give brief answers to each question below based on what you observe at that moment. Conduct the descriptions in 10-minute intervals.

Time started: \_\_\_\_\_

Subject: \_\_\_\_\_

What is the class activity? \_\_\_\_\_

What technology is being used? \_\_\_\_\_

What software applications are being used? \_\_\_\_\_

What is the teacher doing? \_\_\_\_\_

What are the students doing? \_\_\_\_\_

Who is using technology? \_\_\_\_\_

How is technology being used? \_\_\_\_\_

What project-based teaching strategies are being used? \_\_\_\_\_



