

Teaching observation joint notes	
Observee:	Observer:
Signature:	Signature:
Date of observation:	Date of these notes:
Observee: summary of main thoughts (e.g. what you got out of the observation, feedback from your observer and discussion)	Observer: summary comments (e.g. what impressed you about what you observed, things you may take back and put into your own teaching practice)
Agreed action points and any other matters arising	

Figure 8.5 Example of a formal record of an observation



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