

Figure C4.7 Protocol for Examining Student Work**1. Introduction (5 minutes)**

Discuss ways in which the student work supports the team goal.

2. Presentation (5 minutes)

Presenter has an opportunity to share the context for the student work:

- Information about students and class: How does this lesson fit into the unit?
- Assignment that generated the student work, context for the assignment
- What are some approaches you anticipated students would take?
- Student learning goals: What are the underlying ideas?
- Samples of student work (one strong, one average, one weak)
- Evaluation format (scoring rubric and/or assessment criteria)
- Focusing question for feedback

Participants are silent; no questions are entertained at this time.

3. Clarifying questions (5 minutes)

Participants have an opportunity to ask clarifying questions. (Clarifying questions are matters of fact.)

4. Examination of student work samples (10 minutes)

(Participants should use the Student Work Analysis Recording Sheet.)

Participants look closely at the work, taking notes on where it seems to be in tune with the stated goals and where there might be a problem. Participants focus particularly on the presenter's focusing question.

The presenter is silent; participants examine work silently.

5. Warm and cool feedback (10 minutes)

Participants share feedback while the presenter is silent and takes notes.

- Warm feedback: how the lesson meets desired goals.
- Cool feedback: may include disconnects, gaps, or problems. Participants offer ideas or suggestions for strengthening the work presented.
- Comments are primarily focused on the questions of the presenter.

6. Reflection (5 minutes)

The presenter addresses the comments, ideas, and questions he or she chooses while participants are silent.

7. Debrief (5 minutes)

Team members comment on the experience. How did the protocol help achieve the goals?

(Continued)

Student Work Analysis Recording Sheet		
Student	Evidence	Interpretation