**Observation Protocol**

Observations will focus only on students and staff who have signed consent and assent forms and have agreed to participate in this study. Things to include in field notes and memos (adapted from Merriam & Tisdell, 2015):

* Physical setting (What is the context? How is the space allocated? What objects, resources, technologies are in the setting? Include researcher’s position)
* Participants (Who, how many, & what are their roles? What are the relevant characteristics of the participants?)
* Activities & interactions (What is going on? Is there a definable sequence of activities? How do people interact with activity and one another? What norms or rules structure these activities?)
* Conversation (What is the content of conversations? Who speaks to whom? Who listens? Note silences and nonverbal behavior that add meaning)
* Subtle factors (Informal/unplanned activities: symbolic/connotative meanings of words; physical cues; dress and physical space; what does *not* happen)
* Researcher’s behavior (how is your role affecting the scene? What do you say and do? Bracket your thoughts.)
* Additional Comments