

## ED 570-The Professional Teacher

### Forms needed:

TEACH Field Experience Observation Form

Certified Teacher Data Form (fourth page of TEACH Field Experience Observation Form)

TEACH Field Experience Observation Summary Log

### Directions for Completing Field Experience Observations:

1. You should select a teacher to observe based on the following criterion:
  - \_\_\_ Teacher is certified. (You may check <https://www.teachlouisiana.net> to verify a teacher's certification.)
  - \_\_\_ Teacher has completed 3 full years of teaching.
  - \_\_\_ Teacher has a Master's Degree or is National Board Certified (preferred but not required).
2. The teacher observed **MUST** complete the **Certified Teacher Data Form**. **If you observe more than one teacher, a data form must be completed by each teacher.**
3. **YOU MUST USE THE TEACH FIELD EXPERIENCE OBSERVATION FORM** when journaling your observations. If your visit exceeds an hour in one setting, you must start another observation set.
4. You **MUST** clock 24 hours of classroom observation. Each observation hour must be documented with a completed set of observation forms. Each observation hour/documentation has a possible 10 points for a total of 240 possible points for the summer term. These hours *may* be in one classroom, but it is in your professional interest to observe different settings and teachers.
5. It is the candidate's responsibility to duplicate the observation forms as needed.
6. The **TEACH Field Experience Observation Summary Log** is a compilation of all the observation dates and times you have made. It is in your best interest to enter this information as you clock hours. The hours logged must coincide with the **TEACH FIELD EXPERIENCE OBSERVATION FORMS**.

Please note: ALL OBSERVATIONS AS WELL AS THE SUMMARY LOG WILL BE READ THOROUGHLY BY FACULTY.

**DUE DATE: OBSERVATIONS WILL BE DUE THURSDAY, JULY 1, 2010. Observations WILL NOT BE ACCEPTED PRIOR TO THIS DATE. The observations and summary log SHOULD NOT be placed in a binder. Please clip the observations together with a binder clip. The observations should be turned in with a cover sheet that includes your name and email address centered.**

