



# Writing Program Observation Log

This is a tool for administrators, coaches, and teacher colleagues to talk about writing instruction. This log highlights stages of the writing process, some key instructional strategies, and student activities. It is expected that a few of these activities or strategies would be observed on any given day. A copy of this form should be provided to the teacher for feedback and for discussion.

Name: \_\_\_\_\_ Observer: \_\_\_\_\_

Grade Level: \_\_\_\_\_ School: \_\_\_\_\_ Date: \_\_\_\_\_

**Check all that apply:**

**Observer is:**

- Observing classroom
- Looking at student work
- Conferencing with teacher

**Teacher is:**

- Communicating writing task and standards
- Supporting drafting and organizing of writing
- Responding to student writing
- Guiding student in editing tasks
- Conducting a mini-lesson on a writing skill/strategy
- Conferencing with student about writing
- Evaluating student writing
- Sharing a model of writing with students
- Other \_\_\_\_\_

**Students are:**

- Planning and preparing to write
- Writing first draft
- Meeting in peer response groups or dyads
- Proofreading and/or editing own writing or writing of peers
- Revising writing
- Word-processing writing
- Publishing writing (includes author's chair)
- Reflecting on writing and/or writing process (using writing files/folders)

<p><b>Evidence of Writing Instruction:</b> <i>(Draw and/or describe evidence of writing instruction visible in classroom)</i></p>	<p><b>Current Focus and What's Working:</b></p>
<p><b>Challenges - Concerns:</b></p>	<p><b>Teacher's Next Steps:</b></p>