

UNC Charlotte Student Teaching Daily Feedback Template

Directions: use this template as a way to capture and organize information on the student teaching candidate. This information will be vital in order to hold a weekly debriefing on the student teaching candidate’s progress and areas of need.

Cooperating Teacher	Student Teacher	School Site	Week of:
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Complete Applicable Sections: notate observed highlights and areas of need as the week progresses (see reverse for summary).

Monday	Tuesday	Wednesday	Thursday	Friday
Lesson Plans:	Lesson Plans:	Lesson Plans:	Lesson Plans:	Lesson Plans:
Content Knowledge:	Content Knowledge:	Content Knowledge:	Content Knowledge:	Content Knowledge:
Classroom Leadership:	Classroom Leadership:	Classroom Leadership:	Classroom Leadership:	Classroom Leadership:
Timing/Directions:	Timing/Directions:	Timing/Directions:	Timing/Directions:	Timing/Directions:
Non-Instructional Duties:	Non-Instructional Duties:	Non-Instructional Duties:	Non-Instructional Duties:	Non-Instructional Duties:

Weekly Debrief Guide—this section of the template will help summarize the information from the daily observations and help guide the candidate in progressing and reflecting.

Highlights from the Week	Tips and Suggestions for Moving Forward
<p>Lesson Planning:</p> <p>Content Knowledge:</p> <p>Classroom Leadership:</p> <p>Timing/Directions:</p> <p>Non-Instructional Duties:</p>	<p>Lesson Planning:</p> <p>Content Knowledge:</p> <p>Classroom Leadership:</p> <p>Timing/Directions:</p> <p>Non-Instructional Duties:</p>

My Favorite Thing I Observed this Week (CT)	Top Priority for Candidate to Focus on for Next Week	CT Questions for Candidate	Candidate Questions for CT