

HCPS Promethean ActivClassroom Walk Through Guide

This Observation Guideline is designed for administrators to use during classroom walk throughs to assist with gauging teacher mastery of the Promethean Interactive Software and Whiteboard.

Goals	Indicators	Yes (✓)	Date:
Appropriate Use of Hardware & Software	<ul style="list-style-type: none"> • Teacher and students use the Activboard in interactive ways (for more than a projection screen or traditional whiteboard and lecture, etc.) • The teacher/student creates and presents the lesson in flipchart* format, using Promethean Activsoftware. • The teacher/student is able to confidently select and manipulate different tools from Activsoftware Main Toolbox. (pen, highlighter, eraser, select tool) • The students frequently have control of the Activpen/Activwand throughout the lesson to interact with the Activboard/Activslate. • The teacher's lesson includes the use of Activotes, or another ongoing formative assessment tool to maximize student interaction. • When available, students are using ActivInspire/ActivStudio software on laptops to be active participants in the lesson. 	<input type="checkbox"/>	
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Effective Lesson Design and Integration	<ul style="list-style-type: none"> • The teacher's flipchart lesson is visually stimulating; students can easily focus on important text, images, and concepts. • Embedded interactivity (links, items with actions etc.) appropriately supports content (not just a "bells and whistle" activity) • Students are actively engaged and participating, either individually or in groups, in the lesson. 	<input type="checkbox"/>	
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- The term **“flipchart”** refers to the lesson pages in the ActivInspire and Activstudio software. A flipchart can consist of one page or a group of pages. Good flipchart design will consist of more than just a one page activity. It will be a complete lesson including title, lesson objective, content, several activities to allow application and practice of content introduced, and formative assessment to allow feedback of progress to teacher and students. Additionally Best Practice would have **student creation** components in lessons when possible.

HCPS Staff Development 10/09