

Collaboration Observation Sheet

Observe students individually during group work.

		Notes
Student Work Habits	Does the student: <ul style="list-style-type: none">• Consistently work alone or with others?• Try to help others? In what ways?• Succeed in asking for and getting needed help? From whom?• Stick to the task or become easily distracted?• Become actively involved in the problem?	
Student Ideas	Does the student individually: <ul style="list-style-type: none">• Try to explain ideas?• Support arguments with evidence?• Consider seriously and use the suggestions and ideas of others?	

Communication	Does the student: <ul style="list-style-type: none">• Talk for self-clarification and to communicate to others?• Comfortably fill the role of both “talker” and “listener”?• Have confidence to make a report to the whole class?• Capably represent a group consensus as well as own ideas?• Synthesize and summarize individual or group thinking?	
Cooperation	Does the group: <ul style="list-style-type: none">• Divide the task among members?• Agree on a plan or structure for tackling the task?• Take time to ensure that all members understand the task?• Use group time in a productive way?• Provide support for each member?• Think about recording or documenting group work?• Allow for the development of leadership?	