Assessing Projects: Monitoring Progress
Observation Checklist

Observing Behaviors and Skills

Observation checklists are lists of specific concepts, skills, strategies, processes, or attitudes that are important to observe in students at a particular time. They can help to assess communication skills, cooperative learning strategies, thinking skills, and the extent of participation during oral presentations, classroom performances, individual or group work time, or completion of an assessment center. Checklists are designed to quickly record the presence or absence of specific qualities or understandings, usually in a yes/no format. One example is provided below:

Observation Checklist for Thinking Skills
Note when students are demonstrating each thinking skill in group or whole-class discussions (modify with alternate skills not included). Review for skills to emphasize more or for students needing encouragement or more instruction.

Student Name								
Evaluate Notes								
Generalize								
Infer								
Interpret								
Analyze								
Elaborate								
Abstract								
Analyze Perspectives								
Make Decisions								
Problem Solve								
Notes								