

Tools for Supervisors Collecting and Using Anecdotal Records



Observe how anecdotal records are being collected in the classroom

• With teacher permission, add your own observations to the anecdotes being recorded—complete a note card on a clipboard, fill out a label, write out a sticky note, etc.

Help teachers assess the quality of their anecdotal records

• Show teachers how to use this checklist to assess completeness and objectivity of their anecdotal records

WHEN	Did you include the date/time?	
WHERE	Did you include the setting?	
WHO	Did you include the names?	
WHAT	Did you focus on curriculum area(s)?Did you write a factual, objective description of what you and others saw and heard?	

Help teachers interpret anecdotes to improve children's learning

Guide teachers through decision-making as they use data to adjust teaching

HOW IS THE CHILD DOING?	WHAT SHOULD BE DONE?	PLAN:
Making progress	Continue what you have been doing	
Not making progress	Change what or how you are teaching.	
Goal accomplished	Move on to something more challenging	

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