**STUDENT TEACHING EXPERIENCES CHECKLIST**

The following orientation experiences are appropriate for the beginning weeks of the internship. Efforts should be made to complete and check off the activities appropriate to your assignment.

1. **GENERAL ORIENTATION EXPERIENCES**

Meet building personnel Locate building areas

O administrators O toured the building

O secretary O media center/library

O department members O outdoor areas

O other teachers O cafeteria

O special teachers O gymnasium

O custodian O teacher’s work area

O other personnel (media, etc.)

O supply room/audio-visual equipment

1. **DISCUSSION WITH COOPERATING TEACHER**

School policy Unit or room policy

O discipline O classroom rules

O fire/disaster drill O curriculum

O absence O teacher manuals

O injuries/illness O basic routine

O rules O management techniques

O faculty meetings O students with special needs

O parking O record keeping

O school calendar O grouping

O use of media center O available resources

O use of copy machine, etc O multicultural issues

1. **OBSERVATION OF THE COOPERATING TEACHER’S PROCEDURES**

O lecture O questioning techniques

O curricular resources O reinforcement

O discussion O feedback

O time management O student/teacher interaction

O whole class work O directions

O small group work O listening

O cooperative learning O synthesis

O groups working simultaneously O conclusions/closure

O individualization O evaluation

O students with disabilities O discipline

O gifted students O motivational strategies

O ESL students O short term objectives

O communication O long range objectives

O pacing O parent/teacher interaction

O lesson plans