

Instruction Protocol

	Component	Description	Examples of Teaching Actions	Record	
UNDERSTAND	1 Observe & Plan	<p>Many points of observation, formal and informal, are used to plan instruction.</p> <p>Whole group—observation consists of summative and formative assessments, along with required standards/ curriculum to determine teaching targets and plan.</p> <p>Small group and individual conferences—While student is reading, observe, mentally note, and gather information about reader to inform teaching and learning.</p>	<p>Strength What is going well? Needs What is an area of need? Evidence What do I see that shows me the reader is applying, going deeper, and transferring strategies taught?</p> <p>Look at summative and formative assessment data to determine teaching target. In small group and individual session, we listen, and observe student.</p>	<p>Small group/ individual</p> <p>Strengths What is going well, in student's words and teacher observation</p>	
	PREPARE	2 Engage & Relate	Set positive tone, connect with student and their background knowledge, convey interest and purpose.	<p>Relate I see that you are reading about _____. I know you are interested in that topic. Engage Are you enjoying your book? What are you thinking about this book since the last time we met? Reader What is going well? What are your strengths as a reader? What are your immediate needs? Tell me about yourself as a reader.</p>	<p>Title of book Note what reader is doing</p>
		3 Identify Teaching Point	Choose one area of focus, based on information gathered. Identify teaching point, which may be a strategy or a behavior . Establish purpose and urgency.	<p>What Let's work on _____. Why The reason is, it will help you _____ and we need to know more about _____. When You use this when _____.</p>	Teaching point
TEACH	4 Identify Cognitive Process	<p>Decide how deeply the strategy or behavior is to be learned.</p> <p>Explain how learner will know they are successful.</p>	<p>How Here is how you use it: _____. (You use this by _____) Will Know You will know you are using the [strategy] when you _____.</p>	<p>Depth of learning Remember Understand Apply Analyze Evaluate Create</p>	
	5 Teach	Teach student using an instructional practice that will best teach and/or reinforce the skill, strategy, concept, or behavior.	<p>Explicitly Explain We use the strategy _____ to _____. Think Aloud I am using the strategy here because _____. Model Let me show you how I use this strategy. Guide/Prompt When you are reading and come to _____, you may want to use the strategy. Offer Advice The secret to success, when using this strategy is to _____. Feedback When you used this strategy, you _____. Next time you may _____.</p>	<p>Instructional practice Explicitly explain Think aloud Model Guide/ prompt Offer advice Feedback</p>	
	6 Practice & Monitor	Explain to student how to practice what was taught while teacher monitors depth of application.	<p>What Your turn to use the strategy _____. Why You are working on this strategy because _____. When Right now, read this section How and show me how you are using the strategy. Will Know You'll know you are using the strategy when you can _____.</p>	<p>Notable student actions and a touchpoint</p>	
Instructional Pivot—Think: Did My Instruction Work? Yes/No					
SUPPORT	7 Review & What's Next	<p>YES Summarize learning with student, review teaching point, what student said and did, then plan for continued practice and next meeting.</p>	<p>What I saw and hear you say _____. Why Because of that let's work on _____. When Today when you are reading, continue to _____. How Use this strategy by _____. Will Know You will know you are successful when _____.</p>	<p>Actions student will take before next meeting</p> <p>Date of next meeting</p>	
		<p>NO Discuss thoughts with student. Reteach point now or later by adjusting:</p> <ul style="list-style-type: none"> Setting (whole group, small group, one-on-one) Materials (fiction, non-fiction, genre) Instructional practice (explicitly explain, think aloud, model, guide/prompt, offer advice, feedback) Cognitive process (remember, understand, apply, analyze, evaluate, create) 	<p>What I saw and heard you say: _____. Next time:</p> <ul style="list-style-type: none"> we will work in a different setting _____. we will try a different text selection _____. I will try a different way of teaching to see if that helps. we will start with a different cognitive process to build understanding. 		
	8 Encourage & Feedback	End on a positive note, conveying interest and encouragement, and giving feedback.	<p>Concrete, clear examples—Today you _____ by _____. Actionable information Remember when you are working on _____ do _____. Specific to goal You are improving by _____. Timely I can't wait to meet with you in _____ days when you can show me _____.</p>		