Prep Sheet for Analyzing Student Work

| Presenting teacher | Content/grade |
| --- | --- |
|  |  |

Preparation

This tool is for a presenting teacher to use in preparation for analyzing student work. Respond to the prompts below. They are designed to help prepare for the student work analysis. Share everything in advance with your PLC colleagues or have everything ready to share at the beginning of the meeting. Then, use the *Protocol for Analyzing Student Work* to guide the PLC session.

What to share in advance:

* Completed prep sheet
* Copies of a blank student work task
* Student work to analyze, which can be a representative sample from the class or selected samples that align with the guiding question

| Write the focus standard. |
| --- |
|  |

| What parts of the standard is this student work task assessing? |
| --- |
|  |

| What is your guiding question for focusing the analysis of and feedback on the student work? |
| --- |
|  |

| Identify which pieces of student work you want the team to analyze (the work can be a representative sample from the class or selected samples that align with the guiding question), then record any key information your team needs to know about the student work or the lesson. |
| --- |
|  |