In Real Time Activity Reflection

IF Collaborative Discussion Certificate Program Assessment Tool

How to use: This tool is designed to guide certificate program coaches as they critically reflect on what went well and what can be improved in the execution of toolkit activities.

Tip: It is best to complete this table during or as soon as you offer the toolkit activity. You may go back and revise or add details to this table after deeper reflection. However, if possible, try to complete the first round observations during or immediately after the activity.

Activity: 1.1 What is Collaborative Learning?						
Key Learning Goal	**Directions**	**Completed Steps**	**Suggested Time & Actual Time**	**Quality of Implementation 1 (low) - 3 (high)**	**Participant Responsiveness 1 (low) - 3 (high)**	**Reflection/ Notes to Self**
Identify key attributes associated with successful and unsuccessful collaborative learning	Coach leads discussion on Identifying negative/pos collaborative attributes	Steps 1- 4 but we skipped Step 2. We did not generate the list of neg attributes	50 min but we completed it in 30 min (skipped 1 component)	3-High quality Good use of jamboards and description	2-Moderate Seemed engaged but list was repetitive	The generation of positive attributes seemed a little anemic. I should spend more time reminding them to think back on an actual event. Also, maybe don't skip Step 2. Generating negative attributes could lead to another round of positive attributes.

[Click here to download blank In Real Time Coach Reflection Tables](#)