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| **Furman Academic Logo Practicum Minimum Activity Chart (US-University Supervisor, CT=Cooperating Teacher)** | | | | | |
|  | **Minimum Required Activity** | **Timeline** | **Who** | **Requirement** | **US Initial/Date** |
| 1 | Protocol Visit |  | US, CT, Candidate | Calendars, timelines, expectations. All sign *Practicum Responsibilities* document. |  |
| 2 | Weekly Cooperating Teacher Evaluation | Weekly | CT | Evaluation throughout using the *Weekly Cooperating Teacher Evaluation Form*. |  |
| 3a | US Lesson Pre- conference | POP cycle 3a, 3b, 3c within 2 week time frame | US meets with candidate after receiving lesson plan | *Pre Conference Form* *for Lesson Observations* completed. |  |
| 3b | US Lesson observation | US observes candidate | Evaluation using *Lesson Observation Formative Evaluation & Feedback Form* |  |
| 3c | US Lesson Post-conference | US, candidate meeting/conference | *Post Conference Form* *for Lesson Observations* completed. |  |
| 4 | US Lesson observation |  | US conducts observation of candidate | Evaluation using *Lesson Observation Formative Evaluation & Feedback Form* |  |
| 5 | Midterm Conference |  | US, CT, Candidate | *Midterm/Final SCTS Form* completed by US taking into account CT lesson observations and weekly evaluations, assignments & reflections, and dispositions evidence to date. Feedback from SCTS 4.0 and dispositions is shared with the candidate. |  |
| 6 | US Invitation Lesson observation |  | US observes candidate | Evaluation using *Lesson Observation Formative Evaluation & Feedback Form* |  |
| 7 | CT Lesson Observation |  | CT observes candidate | Evaluation using *Lesson Observation Formative Evaluation & Feedback Form* |  |
| 8 | US Unannounced Lesson observation |  | US observes candidate | Evaluation using *Lesson Observation Formative Evaluation & Feedback Form* |  |
| 9 | Principal/Other Admin Observation | Before final conf. | Admin observes candidate | Preferred evaluation using *Lesson Observation Formative Evaluation & Feedback Form* or informal written feedback |  |
| 10 | Final Conference |  | US, candidate, CT meeting/conference | *Midterm/Final SCTS Form* completed by US taking into account CT lesson observations and weekly evaluations, assignments & reflections, and dispositions evidence. Scores and feedback from SCTS 4.0 and Dispositions Assessment is shared with the candidate. Candidate receives recommendation results for Induction year position and confirmation of completing all program requirements for advancing to Internship. |  |