The ISTE Classroom Observation Tool (ICOT®) is a free online tool that provides a set of questions to guide classroom observations of a number of key components of technology integration. ICOT was developed by staff and consultants in the Education Leadership Department at the International Society for Technology in Education (ISTE) with support from Hewlett-Packard Company. For free access to the ICOT software and online tools, visit http://www.iste.org/icot.

1. Setting

Date: _________________________ School: _________________________

Project/Program: _________________________ Site Code: _________________________

Observer: _________________________ Teacher: _________________________

Grade: _________________________ Subject: _________________________

#Students: _______ Observation Start time: _______ End time: _______

(You can track technology use by three-minute intervals throughout the observation using the three-minute chart at the end of this form.)

2. Room description and student characteristics:

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

3. Student groupings (check all observed during the period):

____ Individual student work
____ Student pairs
____ Small groups
____ Whole class
____ Other (please comment):

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________
4. Teacher roles (check all observed during the period):

___ Lecturing
___ Interactive direction
___ Discussion
___ Other (please comment):

___ Facilitating/Coaching
___ Modeling

5. Learning activities (check all observed during the period):

___ Creating presentations
___ Research
___ Information analysis
___ Writing
___ Other (please comment):

___ Test taking
___ Drill and practice
___ Simulations
___ Hands-on skill training

6. How essential was technology to the teaching and learning activities?

___ 1. Not needed; other approaches would be better.
___ 2. Somewhat useful; other approaches would be as effective.
___ 3. Useful; other approaches would not be as effective.
___ 4. Essential; the lesson could not be done without it.

Comment:
7. Technologies used by teacher (check all observed during the period):

- Calculator
- CD-ROM
- Database
- Desktop Computer
- Digital Camera
- Drill/Practice
- E-mail
- Graphics
- Handheld Computer
- Laptop Computer
- Library Database
- Outliner
- Podcast
- Presentation
- Science Probe
- Shared Editor (wiki)
- Simulation
- Spreadsheets
- Tablet Computer
- Video Camera
- Videoconferencing
- Web Authoring
- Web Browser
- Web Log
- Word Processing
- Other (please comment):

_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

8. Technologies used by students (check all observed during the period):

- Calculator
- CD-ROM
- Database
- Desktop Computer
- Digital Camera
- Drill/Practice
- E-mail
- Graphics
- Handheld Computer
- Laptop Computer
- Library Database
- Outliner
- Podcast
- Presentation
- Science Probe
- Shared Editor (wiki)
- Simulation
- Spreadsheets
- Tablet Computer
- Video Camera
- Videoconferencing
- Web Authoring
- Web Browser
- Web Log
- Word Processing
- Other (please comment):

_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
9. NETS Teacher Standards Addressed:

____ 1A.1. operating system procedures
____ 1A.2. routine hardware and software problems
____ 1A.3. content-specific tools
____ 1A.4. productivity tools
____ 1A.5. multimedia tools
____ 1A.6. interactive communication tools
____ 1A.7. curriculum-based presentations/publications
____ 1A.8. curriculum-based collaborations
____ 1A.9. appropriate technology selected
____ 2A.1. developmentally appropriate learning activities
____ 2A.2. technology-enhanced instructional strategies
____ 3A.1. learning experiences address content standards
____ 3A.2. learning experiences address student technology standards
____ 3B.1. technology supports learner-centered strategies
____ 3C.1. technology applied to develop students' higher order skills
____ 3C.2. teacher applies technology to develop students' creativity
____ 3D.1. class management facilitates engagement with technology
____ 3D.2. technology integrated as a teacher tool
____ 3D.3. technology integrated as a student tool
____ 3D.4. student grouping varied as needed to facilitate learning
____ 4A.1. student learning of subject matter assessed with technology
____ 4A.2. teacher assesses student technology skills
____ 4A.3. teacher employs a variety of assessment strategies
____ 6A.1. teacher models legal and ethical technology practices
____ 6A.2. teacher explicitly teaches legal and ethical technology practices
____ 6B.1. diverse learners enabled and empowered.
____ 6D.1. safe and healthy use of technology promoted
____ 6E.1. equitable access to technology for all students.

Comments:

_________________________________________________________________

_________________________________________________________________

10. Three-Minute Chart.
During each 3-minute period, was technology in use by students and/or teachers, and was the time spent with technology used for teaching and learning (as opposed to recreation or routine tasks such as boot-up and log-on)?

| Technology is: | .00-.03 | .03-.06 | .06-.09 | .09-.12 | .12-.15 | .15-.18 | .18-.21 | .21-.24 | .24-.27 | .27-.30 | .30-.33 | .33-.36 | .36-.39 | .39-.42 | .42-.45 | .45-.48 | .48-.51 | .51-.54 |
|----------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
|        In use by students      |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|   Used for learning           |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|        In use by teacher      |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
|   Used for learning           |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |

11. Estimated time technology used (if 3 minute chart is not used)

Total minutes technology used by students

Minutes students used for learning

Total minutes technology used by teachers

Minutes teachers used for learning