

In Real Time Coach Reflection (Completed by Coaches)

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. This assessment tool is optional. It may be a helpful resource when completing the required [Certificate Program Reflection](#).

Tip: It is best to complete this table 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 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.

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