**Observation Guidelines**

* Meet at the school office and you will be taken to your classroom
* Arrive 20 minutes before school begins
* If you cannot complete the full day you will need to make up the day
* Make a Positive Impression
* Dress professionally and think of this visit as an interview
* Be aware of Zero Tolerance Policies
* Make sure there is nothing in your appearance that could be judged distractive or offensive to students, staff and parents
* **No Cell Phone or Computer Usage**
* Complete tasks if asked to do things by the teacher
* Show interest in the class and students from beginning to end
* Bring questions you have about the teaching profession

**Remember: While visiting the schools you are representing yourself, Utah Tech University and the College of Education**