



VIDEO PLANNING AND COMMUNICATION CHECKLIST

Record your observations of teachers' use of video with this checklist. Discuss your observations with teachers, and help them identify areas where they might need support.

Date: _____ Classroom: _____ Observer: _____

Planning to record videos:	Yes	No	Observations and next steps
Do <i>all</i> staff members know how to use a video camera, transfer video files to the computer, and organize the files into folders?			
Does the staff have a video planning form that asks them to decide in advance who, what, where, and when to record?			
Are the video planning forms completed?			
Do videos connect to a child's assessment and/or curricular area?			
Do videos connect to learning goals for specific children?			
Interpreting and sharing videos:			
Are videos used to inform teaching practice?			
Are videos used to communicate with team members?			
Are videos used to communicate with families?			