

Conference Date Subject

Student's Name

Conference

To Adopt Effective Work Methods

Context Description ▶

Conference Questions (questions asked)

Teacher Comments

Student Response to Teacher Comments

Considers all aspects of a task ▼

- What was your goal? What were the challenges involved?
- What resources did you think you would need? How were you going to access these resources? How did you think you would use them?
- Describe some of the ways that you carried out this task.
- How did you decide on the best method to perform the task?
- How did you develop your plan? What were the different components of your plan?

Adjusts his/her approach ▼

- What resources did you use to carry out the task? Why did you choose these particular resources?
- Did all your plans work well? What changes did you make to improve the outcome?
- Were you able to complete the task? If yes, what obstacles did you encounter and how were you able to overcome them? If no, why not and what would you have done differently?

Analyzes his/her procedure ▼

- How did you determine if your process was working well?
- What worked well and gave you good results? What worked less well and you'd like to improve the next time?
- What were the required elements of this task? Were you able to complete them? If not, what would you have done differently?
- What are some other situations where you could use a similar approach or strategies?

Future Goals ▶

