

# Contents

Foreword, xi

Preface, xiii

## 1

Awareness  
and  
Control, 1

<i>The Teaching-Learning Process</i>	3
<i>Observing the Teaching-Learning Situation</i>	5
<i>Questions—Prospective Teachers</i>	7
<i>Strategy</i>	11
<i>A New Look</i>	13

## 2

Systematic  
Observation  
as a Concept, 15

<i>Systematic Observation</i>	16
<i>Observation Systems</i>	19
<i>Exemplary Systems</i>	21
<i>Uses of Observation Systems</i>	29
<i>Selecting an Observation System</i>	34

## 3

Reciprocal  
Category  
System, 37

<i>Data Collection</i>	40
<i>Data Preparation</i>	59
<i>Data Interpretation</i>	66
<i>The Observer and Valid Observation</i>	79
<i>Summary Reflection</i>	85

## 4

Equivalent  
Talk  
Categories, 87

<i>Observing and Recording</i>	93
<i>The Equivalent Talk Categories</i>	97
<i>Practice Opportunities</i>	108
<i>Collection Procedures</i>	111
<i>Preparation Procedures</i>	119
<i>Data Interpretation</i>	131

## 5

Instructional  
Strategy  
Building, 139

<i>Functions, Strategies, and Planning</i>	141
<i>The Process of Strategy Building</i>	143
<i>Simulated Instructional Strategy Development</i>	155
<i>Conclusion</i>	170

11111

6  
Modification  
and  
In-Practice Uses, 171

<i>Practice Techniques</i>	172
<i>"Control" Variations for the Fifteen-Minute Micro-simulation</i>	195
<i>Systematic Observation: A Tool for Strategy and Self-Evaluation</i>	196

Appendix, 201

<i>Keys to Drills</i>	201
<i>Instructions for the Two-Minute Micro-simulation (Without Video or Audio Recording)</i>	217
<i>Directions for Preparing the Fifteen-Minute Micro-simulation Critique</i>	220

Bibliography, 225

<i>Books and Monographs</i>	225
<i>Articles</i>	228

Glossary, 231

Index, 233