Anecdotal Records Template

Short, dated notes on what a student did and said. One sheet per student. Write each note as soon as you can.

Student: _____ **Teacher:** _____ **Grade / Class:** _____

Write what you saw and heard, not what you think it means. Use the past tense and put the student's exact words in quotation marks. Save interpretation and next steps for the last column, and leave it blank if you are not sure yet.

Date / Time	Setting Activity, group, location	Area Circle one	Observation What the student did and said (facts only)	Interpretation / Next step Optional. Kept separate from the facts.
		Reading Math Writing Social Behavior Other:		
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