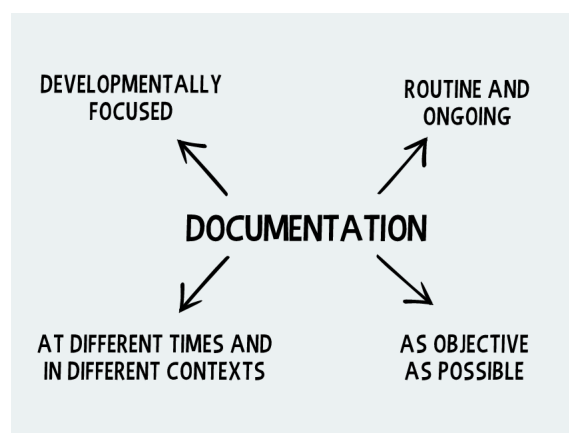
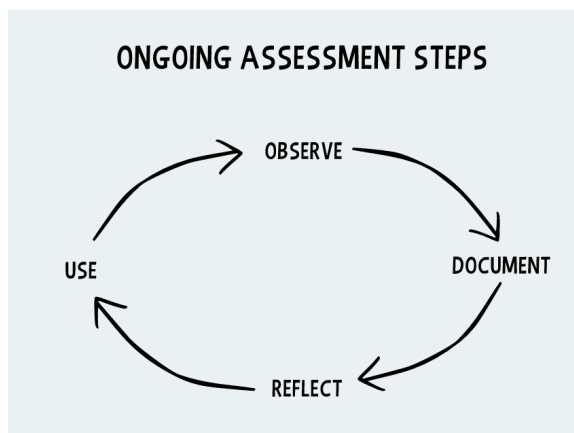


## Using Observation and Documentation: *For the Record*

### FOR THE RECORD



#### What do I record?

- Keep records *developmentally focused*.
  - Child development knowledge will help you focus on what to document.
  - Write down what children say and do.

#### How do I record?

- Use various methods to keep documentation *routine and ongoing*.
  - **Anecdotal records** are brief notes, taken over the course of the day, that describe specific behaviors or skills.
  - **Photos and videos** can capture interactions or other behaviors that are difficult to describe in notes.
  - **Collecting children's work** is a useful way to document children's learning and growth.

#### How do I make sure I have a comprehensive understanding of each child's developmental progress?

- Using various documentation methods helps us record a child's skills and behaviors *at different times and in different contexts*.
- Collecting both child-created records and teacher-created records helps us gain a more complete picture of a child.

#### How do I create accurate documentation?

- Strive to be *as objective as possible*.
  - Record only what you see and hear.
  - Record behaviors in the order they occur.
  - Use action words to describe behaviors.