

# Is this Familiar?



How Observation Manager will help

- Full Control
- Frees up time
- Reduces the admin burden

# Observation Manager is a centralised web database which is automatically updated as observations are performed online, using forms tailored to meet your requirements



Formal observation  
Book Scrutiny  
Drop in  
Learning walk etc.

*Electronic forms with criteria tailored to your needs.*

*The option to grade or not to grade*

*Tool tips act as an aide memoire, with the option to copy into the comments box*

Observation Type:	TEACHING	?
Planned Date:	dd/mm/yyyy	
Actual Date:	dd/mm/yyyy	
Observer:	Bill Jones	Joint Observation: <input type="checkbox"/>
Multi-add:	<input type="checkbox"/>	
Subject:	English	Class: Nursery
Subcontractor:	Aim High Ltd	Year Group: Year 1
Line Manager:	Sue Ellen Grays	
Class Size:	0	Attendees: 0
		Session Length(mins): 0
		Age Group: N/A
Completed:	<input type="checkbox"/>	Moderated: <input type="checkbox"/>
Planning & Organisation	<ul style="list-style-type: none"><li>- Evidence of astute planning</li><li>- Takes into account individual learning requirements and prior knowledge</li><li>- Builds on previous learning and planned outcomes are challenging</li><li>- Deliverer is enthusiastic and has good subject knowledge</li><li>- Learning environment well laid out and varied and inspiring resources prepared and available</li><li>- Health and safety risks/issues considered</li></ul>	

**Performance improvement plans and action points are easily recorded,  
no need for a separate database**



**Never overlook an action point - Observation Manager  
includes an automatic weekly email of overdue action points**

**Plus - see at a glance the impact of implemented actions**



# Upload examples of Good Practice, videos, documents etc. and create an easily accessible, valuable, shared resource



## Upload

Use the browse button to select the file to upload

**Summary:**

**Type:**

- Document
- Sound File
- PowerPoint
- Video
- Image
- Other

**Uploaded By:** Andrew Smith

**Notes:**

**notice:** After you have clicked on Upload please stay on this screen and wait until it closes by itself



# With Observation Manager staff are actively encouraged to be involved in their professional development

Continuing Professional Development

Updating is quick and easy -24/7 from anywhere with internet

With Observation Manager it is easy to evaluate the effectiveness of the support and training undertaken.

The screenshot shows a web form for recording professional development. It includes a date field with '19/10/2015' and a 'dd/mm/yyyy Required' label. The 'Activity Summary' field contains 'Developing resources'. The 'Activity Type' is set to 'E-LEARNING'. Below these fields is a text area for 'What did you learn from this?' with the text 'Made aware of a wider range of materials suitable for classroom activities'. At the bottom, there is a question: 'How has this learning made a difference to your work and improved the way you work?(e.g. statutory/mandatory training,improving business,customer satisfaction,meeting own personal learning needs etc.)' with the answer 'I am using a wider range of materials & involving the children in making the resources.'

Staff can feedback on the process using the built in online Evaluation Forms

What do they think of the observation process? Do they see it as a benefit to them?

Observation Manager provides evidence needed to take appropriate action to make relevant adjustments and improvements to your process



# Obtain reports/graphs/information at the click of a button

PDF reports	
Teachers with Last Observation Date	Teachers by Risk Band (incl. Uncompleted Action points)
All Observations	All Observations - by Observer
All Not Completed Observations	Not Completed Observations - by Observer
All Good Practice Examples	Good Practice by Observer
Good Practice by Category	
Excel Reports	
Continuing Professional Development - Learning Log	Teachers with last observation date
Action Points - by Teacher	All Observations
	All Observations - by Observer
	All Not Completed Observations
	Not Completed Observations - by Observer
<input type="button" value="Close"/>	

**Extra power of the option of linking to Excel and other Microsoft Office components**

- *Essential reports readily available*
- *See at a glance the impact of actions taken or areas where staff need assistance or have strengths*
- *Customise filters to create detailed, easy-to-use reports allowing analysis at whole school, department, age range, subject and staff level etc.*
- *Evaluate teaching and learning overtime by selecting a specific time period for report*
- *Staff CPD record/report easily accessible*

**Information is presented in such a way as to facilitate Ofsted and School Governor scrutiny as well as providing essential information for mentors**

## Have timely information available 24/7



All relevant information is updated as an observation is completed – instant, real time information

- **Observation Manager is a web shared resource which is available 24/7 on any device with Internet Access.**
- **It is fully multi-user, with different levels of staff access which are fully under your control.**
- **It is quick and easy to use, encouraging regular usage.**
- **It automatically updates as observations are carried out.**

**OBSERVATION MANAGER** frees up time and reduces the admin burden

*And has these added advantages ...*

**GRADES**

It can be used whether you assign grades to judgements or not

**ALL  
TYPES**

Can be used for observations of ALL learning activities, teaching, learning walks, work scrutiny, joint observations etc. and for all staff, support and NQTs

**CRITERIA**

Observation Criteria are customisable to meet your requirements





**EASY TO  
USE**

**Very easy to use – minimal learning curve for staff encourages usage**



**LOW  
COST**

**Just £895 plus VAT per year per organisation**

***And this includes:***

- ✓ **Licences for all staff**
- ✓ **Initial online training**
- ✓ **Import of staff details**
- ✓ **Online & telephone support**
- ✓ **Hosting by us on fast Amazon Server**



**PLUS**



***Try it at no risk – 90 day free trial.*** If after your 90 day trial you decide to buy the cost is just £895 plus VAT per year per organisation and this includes: licences for all staff, online & telephone support and hosting by us.

**THE NEXT STEP**

**To book an online demo** email [info@teachingpluslearning.co.uk](mailto:info@teachingpluslearning.co.uk) or call 01985 844087

*The demo takes about 30 minutes. No special software is needed just an internet browser such as Internet Explorer or Firefox. We will provide you with the link and password for logging on and will talk you through it before leaving you to try the program for yourself.*