



Literacy Advisory Council
Breakout Group
Note-taking Form



Notetaker:

Facilitator/Reporter:

Collaboration Application (CoApp)

The *CoApp* offers a two-way communication system that supports coach-educator dyads to select specific evidence-based practices for the educator to use and the coach to focus on while delivering performance-based feedback.

Summary of Discussion

1. What do you like **most** about the *CoApp* (e.g., layout, headings, guidance in selecting evidence-based practices, aid it can provide to the coaching process)? *Why*?
2. Are there any feature(s) that you think are **necessary but missing** in the *CoApp*? If yes, please describe them.
3. Are there any features of the *CoApp* that are **unnecessary** and **should be removed**? If yes, please describe them.
4. What feature(s) of the *CoApp* were **unclear** or **inaccurate**? **What additional guidance** is needed to understand the functionality of the tool?

Submit completed notes to Alex Pavlik: pavlikae@ucmail.uc.edu