



**Addressing Professional Development Challenges using the QFT:  
Recording Sheet**

Choose one person to record your group's conversation. You may choose to take your own personal notes on a separate sheet. Please hand in this sheet of notes to us at the end of the day.

1) Your three priority questions:

a) Where are your priority questions in the sequence of your entire list of questions?

b) Why did you choose those three questions?

2) Next Steps & action plan:

a) What do you need to know? **Information**

b) What do you need to do? **Tasks**

c) How are you going to use the QFT in your classroom, school, or district?