1. Determine purpose of “Day in the Life.”

2. Come up with a guiding question such as . . .
   What does the student work reveal about:
   - the purpose of education in my classroom?
   - how students are developing their critical thinking skills?
   - the writing process in this classroom?
   - student responsibility, choice and citizenship?
   - connections being made between students lives and their learning?
   - opportunities for student creativity and self expression?
   - student experiences in applying what they learn to new situations?

3. Decide on sampling strategy. For example, collect all student work for one day; or, collect the work of 4-6 students for 2-5 days. (Select students who are representative of different ability levels, cultures, genders and races.)

4. Identify the methods of the slice. For example, what kinds of work will be collected: written papers, artwork, audio tapes, student journals, homework, work in context or divorced from the assignment, discussion, etc.

5. Decide on the duration of the slice. For example: one day, day and a half, one week, etc.

6. Confer with your principal to see if you need to notify parents. (This may not be necessary since you will only be using first names of students.)

7. Obtain envelopes/boxes for each student’s work. Have students place only their first names on their work.

8. Decide if you want to share your insights from the slice with anyone and how this will take place.