In an action log, students evaluate classroom activities after each class by writing in a notebook that teachers read weekly. Teachers can then assess students’ understanding of—as well as success with—the activities and make appropriate adjustments. The logs are not diaries, in that the students write only about things related to class; thus they are of high interest for teachers and encourage continual teacher development (Murphey, 1992, 1993).

PROCEDURE
1. Prepare a log handout according to class level (see Appendix A or B).
2. In class, ask the students to write in their notebooks outside class either freely about what happened in class or explicitly by choosing interesting topics in order to hear their reactions. For the latter option, list the activities or points on the same part of the blackboard each day to remind the students to comment on them.
3. Set a time for collecting the logs or having students drop the logs off (e.g., have different classes drop their logs off on different days of the week).

FEEDBACK AND SCORING
1. Read the logs, writing comments where appropriate.
2. Keep instructor responses short except when individuals show a special need, but make responses longer at the beginning of the term to let the
students know their help is appreciated. After using the logs for more than 150 students a week for 2 years, it usually takes only a minute per log to read and comment. Ninety percent of the comments are short phrases like Thanks for the feedback, you're doing great! with perhaps a smiling face and the instructor’s initials.

3. Tag certain pages, and make photocopies of them to keep for use in future classes. Return the logs in the next class, or have the students pick them up at a designated time.

**CAVEATS AND OPTIONS**

1. Give beginning-level students certain formulas for reacting to classroom activities (e.g., Today we did .... I liked .... I didn’t like .... I want to do ... more).

2. Have a beginning-level class give grades or number ratings to classroom activities (see Appendix B).

3. Give the students the last 5 minutes of class to write in the logs, and collect them in class.

**REFERENCES AND FURTHER READING**
