

## ROOM ARRANGEMENT A Checklist of Factors to be Considered

- \_\_\_ 1. Fixed Features
- \_\_\_ 2. Instructional Materials and Supplies  
*Are materials and supplies readily accessible?*  
*Is there evidence of preorganization?*
- \_\_\_ 3. Traffic Areas  
*Are traffic areas free of congestion?*
- \_\_\_ 4. Study Areas  
*Are study areas quiet, private, and away from traffic?*
- \_\_\_ 5. Activity Areas  
*How are learning centers organized?*
- \_\_\_ 6. Setting Boundaries  
*Are designated areas for activities clearly defined?*
- \_\_\_ 7. Visibility  
*Can the teacher see all class members?*  
*Can all students see presentations?*
- \_\_\_ 8. Purposes for Seating Arrangements  
*Does the seating arrangement maximize teacher-student interaction?*  
*Is the seating arrangement helpful in monitoring the behavior of students?*
- \_\_\_ 9. Flexibility  
*Can the design or seating arrangement be easily modified?*
- \_\_\_ 10. Action Zone  
*Identify and be aware of "Action Zones," the busiest areas of the classroom.*
- \_\_\_ 11. Teacher Proximity  
*Is the teacher able to move among the students easily so that learning time is increased?*
- \_\_\_ 12. Teacher's Work Space
- \_\_\_ 13. Environmental Conditions
- \_\_\_ 14. Students with Disabilities