

Observation Report

Directions: Observe an experienced teaching assistant and an experienced faculty member. Complete the following report during or after each observation.

Your name _____ Observation Date _____

Class Observed _____

Format of the class: lecture, discussion recitation, lab, other: _____

Read the following statements and evaluate the instructor's performance.

Use the following scale. 4= Excellent 3= Satisfactory 2= Needs Improvement

1= N/A (not applicable or noticeable in this lesson)

*Write comments whenever possible on the line provided.

1. Appeared to be aware of students: background, preparation, interest in the topic.

2. Planned for the lesson, including objectives and activities.

3. Created rapport with students and a pleasant learning environment.

4. Prepared to teach the class

5. Introduced the topic in an interesting/exciting way

6. Made the objective (s) of the lesson clear

7. Showed creativity / resourcefulness in designing lessons and selecting materials

8. Used a variety of materials and media resources effectively

9. Understood subject matter and made it meaningful for students

10. Explained concepts clearly

11. Gave “ real-world” example to illustrate concepts

12 Linked new material to prior knowledge / previous class

13. Followed a logical sequence in instruction

14. Summarized key points/ reviewed the content covered at the conclusion of the class

15. Used the time efficiently

16. Provided opportunities for student interaction/ participation

17. Provided appropriate opportunities for hands-on experience

18. Encouraged questions and gave students time to respond to questions

19. Responded effectively to students’ questions

20. Interacted with students working in small groups

21. Used techniques that show an awareness of diverse learning styles

22. Monitored student comprehension and adjusted presentation of material in response to learner feedback.

23. Helped students work productively with each other

24. Communicated clearly and effectively

25. Provided feedback that gave students direction for improvement

26. Handled behavioral problems, confrontations, or challenges to authority with appropriate respect and calm.

27. What did you learn about teaching from observing this lesson? What practices did you observe that you would try to emulate? What practices will you try to avoid? Explain your reasons.