



Class Observation Form – Primary teaching method: LECTURE

Date:
Instructor Name:
Class Name:
Class Number:
of Students:

Table with 3 columns: Category, Yes/Mostly/Partially/No/Not Applicable, and Comments. Rows include Organization and Content (e.g., Class begins and ends on time, Goals/learning outcomes shared) and Variety and Pacing of instruction (e.g., Pace of lesson supports learning, Instructor uses a variety of teaching techniques).

Provides appropriate breaks (for classes longer than 80 minutes)		
Class ends with an overview/wrap up		
Instructor checks or is aware when students are lost, confused, bored, etc.		
Instructor asks questions and waits (10-30 sec) for student answers before answering or moving on		
Instructor only asks one question at a time, questions are clear		
Instructor asks a variety of types of questions (e.g., factual, application, critical)		
Instructor aware of raised hands		
Instructor verifies that question was answered to student's satisfaction		
Incorporates students ideas/questions into the session		
If answer/comment incorrect, instructor remains respectful and provides constructive feedback		
Instructor encourages dialogue/discussion/student-student interaction		
Instructor keeps some students from dominating discussion		
Instructor mediates differences of opinion		
Instructor demonstrates active learning techniques		

<u>Instructor Presentation/Interpersonal Skills</u>		
Maintains eye contact, including when using visual aids		
Language is respectful and inclusive		
Voice is clear, audible, tone and pitch are varied for emphasis and interest		
Body language indicates relaxed, in command of session, willing to engage with students		
Appears excited about/interested in material		
Knows student names or is in process of learning names		

<u>Student behavior</u>		
Few or no latecomers		
Quiet easily when instructor begins		
Are attentive (e.g., not talking amongst selves, not surfing the web)		
More than just a few students ask questions or participate in discussion		
Stay until session is finished		
Engage with instructor before/after class or during breaks		

<u>Learning Objectives</u>		
Learning objectives/goals for the lesson are shared with students		
Number of learning objectives appropriate for session length		
Learning objectives aligned with overall course objectives (from syllabus)		
Instructor engages students in application of at least a few learning objectives		
Lecture method fits with goals of the course (uses other teaching methods when appropriate)		

Thank you for the opportunity to visit your classroom. Here are my general comments:

Strengths

Opportunities