



Classroom Observation

Instructor: _____

Class: _____

Observer: _____

Date: _____

This form is intended to provide feedback on a class observation directly to an individual instructor in support of teaching and learning. We do not intend for this information to be used for evaluation or portfolios.

Organization and Clarity

	<i>Strongly Agree</i>	<i>Agree</i>	<i>Disagree</i>	<i>N/A</i>
The instructor was fully prepared for class				
The instructor provided an overview of class objectives and what was planned for the class period				
The students seemed prepared for the material being presented				
The instructor periodically checked to make sure everyone was following the material				
The instructor related material from current and previous classes				
The instructor effectively used examples to illustrate/clarify abstract ideas				
The instructor defined new terms, concepts, and principles				
Material was presented in an organized manner				
The instructor periodically summarized what had been covered or discussed				
The instructor used class time efficiently and effectively				
The instructor tied things together at the end of class				
The instructor demonstrated command of the subject matter				
The instructor maintained control and attention of the class				

Interactivity

	<i>Strongly Agree</i>	<i>Agree</i>	<i>Disagree</i>	<i>N/A</i>
The instructor encouraged students to ask questions and express their views				
The instructor promoted/encouraged interaction among students				
The instructor gave clear, understandable, and relevant responses to questions				
The instructor periodically checked to make sure everyone was following the material				
The instructor was actively helpful when students needed assistance				
The instructor tried to involve everyone in the class				
The instructor asked questions that encouraged students to think about the material				
The instructor addressed questions to individual students as well as to the class at large				
The instructor allowed students time to think of responses				
The instructor used a variety of question types (comprehension, probing, analytical. . .)				
The instructor used appropriate activities				
The instructor clearly explained instructions for completing activities				
The instructor recognized and responded when students seemed confused, bored, anxious, etc.				
The instructor listened carefully to student questions and responses				
The instructor asked students who had time-consuming questions or very specific individual questions to remain after class or to make an appointment				

Delivery and Style

	Strongly Agree	Agree	Disagree	N/A
The instructor used eye contact effectively				
The instructor seemed enthusiastic about the material				
The instructor could be easily heard and understood				
The pace of delivery was varied and well modulated				
The instructor avoided distracting physical gestures				
The instructor appeared relaxed and confident in mannerisms and movements				
Delivery was balanced between formal and conversational, with a minimum of speech filters (“ok,” “um,” “you know”)				
The instructor used a variety of media in the class				
Information presented on slides/whiteboard was easy to read				
Information provided on slides/board was effectively organized				
Media used added to students’ comprehension of the concept(s) being presented				
Media as handled competently (images were not blocked, instructor spoke to the class, not the screen or board, etc)				

*Adapted from material in *Improving Your Lectures* from the University of Illinois at Urbana-Champaign and The Cornell University *Teaching Evaluation Handbook*

Comments: