# CLASSROOM OBSERVATION FORM

## Instructor: Click or tap here to enter text. Date: Click or tap here to enter text.

Course: Click or tap here to enter text. Number of students present: Click or tap here to enter text.

Evaluator: Click or tap here to enter text.

Directions: Rate the instructor on each item giving the highest scores for unusually effective performances. Select the rating which best evaluates the faculty member.

*Note: Full-time faculty have many forms of evaluation, including this observation, self-evaluation, chair evaluation, CAO evaluation, and a summary evaluation. Each will be provided to the faculty member.*

**Rating Scale:**

**EP Exceeds Performance Standards**

**MP Meets Performance Standards**

**NI Needs Improvement of Performance Standards**

**UP Unacceptable Performance**

**NA Not Enough Information to Evaluate**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Knowledge and Objectives** | **EP** | **MP** | **NI** | **UP** | **NA** |
| 1. Expressed purpose of today’s lesson. |  |  |  |  |  |
| 2**.** Made clear the relationship between current & previous lesson. |  |  |  |  |  |
| 3. Lesson relates to outcomes, competencies, and skills required in the course. |  |  |  |  |  |
| 4. Demonstrates depth of knowledge in subject matter. |  |  |  |  |  |
| 5. Topics were integrated/related meaningfully to each other. |  |  |  |  |  |
| Comments: Click or tap here to enter text. | | | | | |
| **Facilitator Communication and Behavior** | **EP** | **MP** | **NI** | **UP** | **NA** |
| 1. Asked questions periodically to determine student understanding. |  |  |  |  |  |
| 2. Presented evidence and used concrete language to clarify difficult or abstract ideas. |  |  |  |  |  |
| 3. Modeled and encouraged thinking & analysis. |  |  |  |  |  |
| 4. Discussed and/or addressed problems raised during the lecture or lab. |  |  |  |  |  |
| 5. Communicated interest in student learning. |  |  |  |  |  |
| 6. Structured a productive and relevant class time. |  |  |  |  |  |
| 7. Influenced a classroom climate of fairness, objectivity, & tolerance. |  |  |  |  |  |
| 8. Engaged with students and interacted within the classroom environment. |  |  |  |  |  |
| 9. Key points were summarized at the conclusion of the lesson. |  |  |  |  |  |
| 10. Modeled professional and ethical behavior. |  |  |  |  |  |
| Comments: Click or tap here to enter text. | | | | | |
| **Delivery Style** | **EP** | **MP** | **NI** | **UP** | **NA** |
| 1. Voice quality is adequate for the space. |  |  |  |  |  |
| 2. Language was appropriate for the classroom. |  |  |  |  |  |
| 3. Maintained eye contact with group. |  |  |  |  |  |
| 4. Demonstrated enthusiasm for teaching and learning. |  |  |  |  |  |
| Comments: Click or tap here to enter text. | | | | | |
| **Methodology and Structure** | **EP** | **MP** | **NI** | **UP** | **NA** |
| 1. Presented content appropriately and professionally. |  |  |  |  |  |
| 2. Demonstrated leadership and command of classroom. |  |  |  |  |  |
| 3. Used appropriate instructional aids and/or technology. |  |  |  |  |  |
| 4. The instructor offers “real world” applications. |  |  |  |  |  |
| 5. Used a variety of teaching methods to engage learners. |  |  |  |  |  |
| 6. Instructional style met lesson needs. |  |  |  |  |  |
| Comments: Click or tap here to enter text.  Observer comments: Click or tap here to enter text. | | | | | |
| Instructor comments: Click or tap here to enter text. | | | | | |

Observer: Click or tap here to enter text. Date:Click or tap here to enter text.

Instructor: Click or tap here to enter text. Date: Click or tap here to enter text.

Department Chair: Click or tap here to enter text. Date: Click or tap here to enter text.

* The signature of the instructor does not signify that the instructor agrees with the comments of the observer, only that the instructor has read and reviewed this form. Typing your name on the line above constitutes your eSignature. Further, the instructor has the opportunity to respond to this observation within five business days.

## Copy to Faculty Member