

CLASSROOM OBSERVATION FORM

EVALUATEE: _____ OBSERVATION DATE: _____

EVALUATOR: _____

A. The evaluator shall consider the degree to which the evaluatee accomplishes the seven general objectives as they relate to this specific class section under observation. A response of N/A means the question was either not applicable or it was not possible to answer it. This is not to be considered a negative response.

Evaluator's Summary and Judgment:

Did the Instructor:

1. Transmit factual knowledge? Yes No N/A
2. Explain fundamental principles, concepts, or theories? Yes No N/A
3. Provide opportunities to improve logical thinking, problem solving, and decision making abilities?
Yes No N/A
4. Provide opportunities to develop specific psychomotor (manipulative, manual) skills?
Yes No N/A
5. Provides opportunities to develop favorable attitudes toward the subject matter?
Yes No N/A
6. Provide opportunities to develop creative (imaginative, inventive, original) skills?
Yes No N/A
7. Provide opportunities to develop skills in organizing ideas and presenting them in writing and oral forms?
Yes No N/A

Comments:

B. The evaluator should also include some consideration of the 31 specific questions as they may relate to a course (It is not necessary to respond to each of the 31 questions; only those appropriate to evaluatee's classroom situation):

Evaluator's Summary and Judgment:

1. Is there evidence that new techniques and methods are being developed when needed?
Yes No N/A
2. Are instructional materials up to date? Yes No N/A
3. Does the course appear to be well organized? Yes No N/A
4. Is there agreement between the objectives of the course and what is being taught?
Yes No N/A
5. Are teaching methods well planned and with some variety?
Yes No N/A
6. Is the presentation of material specific and understandable?
Yes No N/A
7. Are major points emphasized and thoroughly explained? Yes No N/A
8. Are class periods spent on profitable activities designed to help students achieve the objectives of the course? Yes No N/A
9. Does the instructor hold and stimulate interest in the course?
Yes No N/A
10. Is the instructor self-reliant, confident, and poised? Yes No N/A
11. Was the work covered too rapidly? Yes No N/A
12. Does the instructor use supplemental materials? Yes No N/A
Does the instructor make use of examples and/or illustrations? Yes No N/A
13. Is the instructor in control of class sessions? Yes No N/A
14. Are students developing correct techniques and work habits? Yes No N/A

15. Does the instructor answer questions? Yes No N/A
16. Does the instructor demonstrate skill in motivating the students?
Yes No N/A
17. Is the instructor impartial in dealing with students? Yes No N/A
18. Is the instructor available and willing to meet with students outside of class (office hours observed)? Yes No N/A
19. Is there evidence that the instructor is concerned with student progress?
Yes No N/A
20. Has the instructor prepared any aids for helping students?
Yes No N/A
21. Does the instructor make use of tests to aid learning?
Yes No N/A
22. Is the instructor fair in grading? Yes No N/A
23. Does the instructor have a professional attitude toward students?
Yes No N/A
24. Does the instructor have any personal attributes that may be disturbing to students?
Yes No N/A
25. Does the personal relationship of the instructor with students enhance learning?
Yes No N/A
26. Does the instructor effectively utilize the Tutoring Centers?
Yes No N/A

The evaluation should also include a determination of the adequacy of the evaluatee's performance in the following areas:

1. The instructor is generally punctual for class? Yes No N/A
2. Written material is made available for students in a timely manner?
Yes No N/A
3. Work done for students in class is legible and readable?
Yes No N/A
4. Students can hear the instructor without difficulty? Yes No N/A

Comments:

Signed _____ Date _____
Evaluator

I have reviewed the classroom observation report:

Signed _____ Date _____
Evaluatee

I (evaluatee) offer the following comments:
