

Classroom Observation Checklist

Teaching Assistant: _____ Observation Number 1 2 3 4

Faculty Supervisor: _____ Date: _____

Respond to each statement using the following scale:

1=*Not observed* 2=*More emphasis recommended* 3=*Accomplished very well*

Organization

Presented overview of lesson.	1	2	3
Paced lesson appropriately.	1	2	3
Presented topics in logical sequence.	1	2	3
Related today's lesson to previous/future lessons.	1	2	3
Summarized major points of the lesson.	1	2	3

Presentation

Explained major/minor points with clarity.	1	2	3
Defined unfamiliar terms, concepts, and principles.	1	2	3
Used good examples to clarify points.	1	2	3
Showed all the steps in solutions to homework problems.	1	2	3
Varied explanations for complex or difficult material.	1	2	3
Emphasized important points.	1	2	3
Writes key terms on blackboard or overhead screen.	1	2	3
Integrates materials (examples, cases, simulations) from "real world".	1	2	3
Active, collaborative, and cooperative learning favored over passive learning.	1	2	3

Interaction

Actively encouraged student questions.	1	2	3
Asked questions to monitor student understanding.	1	2	3
Waited sufficient time for students to answer questions.	1	2	3
Listened carefully to student questions.	1	2	3
Responded appropriately to student questions.	1	2	3
Restated questions and answers when necessary.	1	2	3
Demonstrates respect for diversity and requires similar respect in classroom.	1	2	3

Content Knowledge and Relevance

Presented material at an appropriate level for students.	1	2	3
Presented material appropriate to the purpose of the course.	1	2	3
Demonstrated command of the subject matter.	1	2	3

Summary Comments

21. What were the instructor's major strengths as demonstrated in the observation?

22. What suggestions do you have for improving the instructor's skills or methodology?

23. If this was a repeat observation, what progress did you discern in the instructor's skills?