

Center for Teaching Excellence

Classroom Observation Evaluation Form

I am attaching a form which might be useful to you in observing the class of a colleague. There is nothing scientifically reliable or magic about this form, but when you have been asked to observe someone else's class, it helps to have some suggested talking points. Based on my own experience, I would recommend that before you observe anyone's class you meet with that person to learn his or her plans and objectives for the course and for that class period. The two of you might look at this form together and think about which points might apply and which might not. Then as you observe the class, you will be more aware of what to look for. And I would definitely suggest that the two of you meet after the observation to discuss the strengths and weaknesses indicated by the form and to share other comments and words of encouragement you might be able to offer!

Seaver College

CLASSROOM OBSERVATION FORM

Faculty member: _____

Course: _____

Observer: _____

Date: _____

Excellent	Outstanding	Good	Fair	Poor	Not Applicable
5	4	3	2	1	NA

- _____ Class time was well planned and well organized.
- _____ The instructor exhibited interest in the subject matter and the students and enthusiasm for teaching and learning.
- _____ Appropriate terms, concepts, and principles were covered.
- _____ Connections were established with students' previous experiences and learning.
- _____ The majority of the students were actively engaged in the topic and the learning process.
- _____ The students were encouraged to learn from each other.
- _____ Respect for students and their opinions and sensitivity to their feelings were communicated.
- _____ Instructional technology was used appropriately and effectively to support learning objectives.
- _____ The instructor created a warm atmosphere and related comfortably and easily with students.
- _____ The instructor modeled good listening habits.
- _____ Students participated in thoughtful discussions and raised challenging questions.
- _____ The instructor used humor appropriately to strengthen retention and interest.
- _____ The instructor used effective classroom management techniques to create an engaging learning experience for each student.

1. Major strengths demonstrated in this observation:

2. Suggestions for change, development, or improvement:

3. Additional comments: