

Faculty Teaching Observation Classroom Observation Worksheet

This form is provided to focus attention on qualities that represent good teaching and should be used as a guide instead of a checklist. It is for individual evaluation team member use only and need not be submitted.

Instructor: _____ Evaluator: _____ Date: _____

<p>Instructor organization</p> <ul style="list-style-type: none"> ● Class begins and ends on time ● Class is related to previous sessions and overall goals ● Is prepared for the class ● Uses time efficiently ● Prepares/provides appropriate classroom materials ● Class objectives are clearly stated and progress toward goals is realized 	
<p>Content knowledge</p> <ul style="list-style-type: none"> ● Information presented reflects and incorporates current research ● Information is accurate according to the standards in the field ● Instructor identifies sources, perspectives, and authorities in the field 	
<p>Variety and pacing of instruction</p> <ul style="list-style-type: none"> ● Instructor employs a variety of instructional strategies ● Student participation is encouraged ● Pacing of class is appropriate: <ul style="list-style-type: none"> ○ For student understanding ○ For maintaining student interest ○ For realization of session goals ● Teaching techniques are appropriate to goals ● Maintains and stimulates student interest in the topic ● Instructor pauses to let students ask questions or express concerns 	

<p>Presentation skills</p> <ul style="list-style-type: none"> • Appropriateness of instructor's voice • Mannerisms, gestures, eye-contact, fluency 	
<p>Instructor-student rapport</p> <ul style="list-style-type: none"> • Interaction with students is professional • Instructor responds to student questions or concerns • Relevance of class discussion • Instructor uses positive feedback • Instructor incorporates student ideas in discussion • Instructor relates to many kinds of students and is sensitive to varying levels of abilities and accomplishments 	
<p>Clarity</p> <ul style="list-style-type: none"> • New concepts and terms are defined • Complex information is elaborated and explained Appropriately and adequately • Central ideas or concepts are emphasized • Course material is presented clearly and is related to other musical applications 	