**University of Maryland**

**Teaching and Learning Transformation Center**

**Classroom Observation Form**

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| Respond to each statement candidly using the following scale: |
| **A = *Accomplished/demonstrated A+ = indicates exemplary* I = *Improvement is needed*****N/A = *Not -applicable, -available or -appropriate for the class subject*** |

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| **1. Instructional Organization** | **Circle One (+)** | **Comments** |
| Lesson was well-planned and organized | A | I | N/A |  |
| Objectives for this lesson were made clear | A | I | N/A |  |
| Appropriate sequence of activities | A | I | N/A |  |
| Related today’s lesson to course topic | A | I | N/A |  |
| Lesson included check/reflection of learning goals | A | I | N/A |  |
| Instructor’s directions were clear and precise | A | I | N/A |  |

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| **2. Teaching Skills and Delivery** | **Circle One (+)** |  |
| Maintained appropriate eye contact | A | I | N/A |  |
| Voice presentation was appropriate (e.g. tone, volume, rate of speech, clarity) | A | I | N/A |  |
| Teacher’s language was competent and appropriate | A | I | N/A |  |
| Had adequate wait time following questions | A | I | N/A |  |
| Repeated student questions/answers for class to hear | A | I | N/A |  |
| Limited distracting behaviors and mannerisms | A | I | N/A |  |
| Varied explanations for complex or difficult material | A | I | N/A |  |
| Active approach (e.g. collaborative, cooperative, problem-solving, task-based) was part of the pedagogy | A | I | N/A |  |
| Relevant and meaningful examples were used to establish connections with students’ prior learning | A | I | N/A |  |
| Presented material at an appropriate level | A | I | N/A |  |

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| **3. Interpersonal and Classroom Interaction** | **Circle One (+)** | **Comments** |
| Respect for diverse opinions was communicated | A | I | N/A |  |
| Receptive to/actively encouraged student participation | A | I | N/A |  |
| Monitored student understanding | A | I | N/A |  |
| Students appeared to be interested and engaged in what was happening in class | A | I | N/A |  |
| Instructor responded to non-verbal clues | A | I | N/A |  |
| Engaged different learning styles | A | I | N/A |  |
| Instructor has good rapport and is approachable | A | I | N/A |  |
| Encouraged all students to participate | A | I | N/A |  |
| Respond to each statement candidly using the following scale: |
| **A = *Accomplished/demonstrated skills, A+ indicates exemplary* I = *Improvement is needed*****N/A = *Not applicable, available or appropriate for the class subject*** |

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| **4. Promotion of Knowledge and Skill Transfer** | **Circle One (+)** | **Comments** |
| Demonstrated knowledge of the subject | A | I | N/A |  |
| Lesson objectives were met | A | I | N/A |  |
| Demonstrated enthusiasm for teaching and learning | A | I | N/A |  |
| Critical thinking and analysis were encouraged | A | I | N/A |  |
| Made use of active learning techniques (group work, think-pair-share) | A | I | N/A |  |
| Encouraged quality learning | A | I | N/A |  |

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| **5. Use of Various Teaching Formats** | **Circle One (+)** | **Comments** |
| Wrote key terms on board or visualizer | A | I | N/A |  |
| Used presentation tools (PPT, Prezi, etc.) effectively | A | I | N/A |  |
| Asked questions and had adequate wait time  | A | I | N/A |  |
| Effectively incorporated and used technology (e.g. videos, computers, on-line activities, etc.) | A | I | N/A |  |
| Used original materials effectively | A | I | N/A |  |
| Provided useful and relevant handouts and materials | A | I | N/A |  |

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| **6. Classroom Management** | **Circle One (+)** | **Comments** |
| Managed student behaviors | A | I | N/A |  |
| Good use of time management (e.g. adequate breaks/returned on time) | A | I | N/A |  |
| Effective links and transition between activities | A | I | N/A |  |
| Efficiently conducted activities within available time | A | I | N/A |  |
| Instructor started class/ended class on time | A | I | N/A |  |
| Overall, class time was used effectively | A | I | N/A |  |

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| **Other Comments (Continue on next sheet if needed)**  |
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Date of Observation Instructor and Course

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Start Time of Observation End Time of Observation

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Location of Observation (BLDG) Was this observation videoed \_\_\_\_\_Yes \_\_\_\_ No

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Observer and Position Signature of Observer

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Signature of Instructor (optional)

Additional Comments: