

# Department of English Instructor Observation



Instructor's Name: \_\_\_\_\_ Semester: \_\_\_\_\_

Rank (circle one):    GA            VI            CI            TT            Adjunct            # of Students: \_\_\_\_\_

Course Number/Section: \_\_\_\_\_ Delivery (circle one): Online F2F

Course Title: \_\_\_\_\_ Observation Date: \_\_\_\_\_

Course Topic(s) on Day Observed: \_\_\_\_\_

Evaluator's Name (please print): \_\_\_\_\_

## Organization & Presentation of Material

Measure	Effectiveness*	Example
Instructor is organized and prepared for class	1 2 3 4 5	
Instructor maintains professional atmosphere	1 2 3 4 5	
Instructor proceeds at an effective pace	1 2 3 4 5	
Instructor provides clear instructions and explains assignment expectations	1 2 3 4 5	
Instructor is knowledgeable about subject matter	1 2 3 4 5	
Material is consistent with course description and syllabus	1 2 3 4 5	
Lecture material assists students in successfully completing a graded essay or assignment	1 2 3 4 5	

## Student Interaction

Measure	Effectiveness	Example
Instructor encourages student participation	1 2 3 4 5	
Instructor allows adequate time for students to answer questions	1 2 3 4 5	
Instructor responds effectively to student questions	1 2 3 4 5	
Instructor is respectful of diverse experiences and points of view	1 2 3 4 5	
Instructor demonstrates good rapport with students	1 2 3 4 5	
Students interact meaningfully with each other	1 2 3 4 5	

*\*Circle one. 5 indicates "very effective." 1 indicates "ineffective."*

### Instructional Methods Observed

Method (lecture, discussion, in-class activity, student presentation, workshop, etc.)	Effectiveness	Notes
	1 2 3 4 5	
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	1 2 3 4 5	
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### Comments & Suggestions

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Evaluator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_