

# Instructor Observation Form

Lower Division Studies | Department of English | Georgia State University

|                              |                                     |
|------------------------------|-------------------------------------|
| <b>Instructor Observed:</b>  | <b>Class Observed:</b>              |
| <b>Observer:</b>             | <b>Number of Students Enrolled:</b> |
| <b>Observation Date:</b>     | <b>Number of Students Present:</b>  |
| <b>Observation Location:</b> | <b>Number of Students Late:</b>     |

SA—Strongly Agree A—Agree N—Neutral D—Disagree SD—Strongly Disagree NA—Not Applicable

## I. Class Content and Organization

- |   |                             |                            |                            |                            |                             |                             |
|---|-----------------------------|----------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|
| 1. Demonstrated a sound grasp of the class material being taught.   | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 2. Discussed concepts appropriate to the unit being studied.        | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 3. Covered an appropriate amount of material in class.              | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 4. Used good, relevant examples to clarify or amplify a point.      | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 5. Provided clear explanations and directions for class activities. | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 6. The instructor organized and paced the activities well.          | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |

**Comments:**

## II. Student-Instructor Interaction

- |  |                             |                            |                            |                            |                             |                             |
|--|-----------------------------|----------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|
| 1. Encouraged students to make comments and ask questions.     | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 2. Responded to students' questions with adequate information. | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 3. Listened carefully to students' comments and questions.     | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 4. Used students' comments to further lecture/discussion.      | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 5. Led the discussion in a reasonably coherent manner.         | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 6. Was receptive to opposing viewpoints.                       | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 7. Provided constructive feedback to students' comments.       | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 8. Asked clear and easy-to-understand questions.               | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 9. Asked thought-provoking questions most of the time.         | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 10. Appeared respectful of the students.                       | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |

**Comments:**

## III. Student Response

- |   |                             |                            |                            |                            |                             |                             |
|---|-----------------------------|----------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|
| 1. Students seemed attentive.                         | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 2. Students seemed responsive.                        | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 3. Students seemed interested in the course content.  | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| 4. Students demonstrated enthusiasm about the course. | <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |

**Comments:**

**IV. Presentation/Delivery**

1. Demonstrated a good level of enthusiasm about the course content.
2. Spoke in an appropriately loud voice.
3. Spoke at an appropriate tempo.
4. Used bodily movement and gestures effectively.
5. Maintained eye contact with the students.
6. Seemed to enjoy teaching.

|                             |                            |                            |                            |                             |                             |
|-----------------------------|----------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|
| <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |
| <input type="checkbox"/> SA | <input type="checkbox"/> A | <input type="checkbox"/> N | <input type="checkbox"/> D | <input type="checkbox"/> SD | <input type="checkbox"/> NA |

**Comments:**

**V. Use of Technology**

**Technology Checklist**

Technology

- Instructor's work station/computer
- LCD projector
- Projector screen
- Internet access
- Student work stations/computers
- Overhead projector
- TV
- VCR
- DVD player
- CD player
- Radio

Check all that's available in the classroom

  
  
  
  
  
  
  
  
  
  


Other (please specify)

Check all that the instructor used

  
  
  
  
  
  
  
  
  
  


Other (please specify)

**Comments:**

**VI. Overall Comments:**