Question Driven Observation

Name of Instructor:   Course number and name:
Name of Observer:    Course enrollment / Format:
Date:               Description of space:

Instructions: Use the questions below to guide your observations.

Write a brief non-evaluative description of the class you visited.

  a. Was it a large lecture, a small class, or a discussion?
  b. What methods were used to present the material (e.g., lecture? slides? dialogue between instructor and students?)
  c. How was the time apportioned?

Write an evaluation of this class session. Your evaluation should include responses to the following questions:

  a. How well was the material organized?
  b. How clearly was it presented?
  c. Did the instructor encourage critical thinking?
  d. Was time well utilized?
  e. Did the instructor communicate enthusiasm and interest in the subject?
  f. If discussion took place, how well did the instructor moderate it?
  g. How did the instructor respond to students' questions and comments?
  h. Were faculty-student interactions lively and interesting?
  i. Did the instructor have a thorough knowledge of the material?
  j. Was the material presented up-to-date?
Write an evaluation of the syllabus and any other written material (e.g., exams) that you considered. Your evaluation should include responses to the following questions:

a. Does the syllabus set out clear learning objectives for the course?

b. Is the syllabus well organized and well conceptualized?

c. Does the syllabus make clear the basis for grading?

d. Is the instructor covering the major areas that should be covered in this course?

Provide constructive criticism that the instructor can use to improve the course. Issues to consider include:

a. delivery methods

b. student interactions

c. types of material presented and distributed

d. grading and evaluation methods

Acknowledgements

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