

INFORMAL OBSERVATION REPORT FORM

Observer's Name: _____

Teacher Being Observed: _____

Class/Grade Level: _____

FOCUS QUESTIONS

1. How did the teacher capture and maintain student attention and interest?
2. What were the objectives of the lesson?
3. What procedures were used to accomplish the specific objectives of the lesson?
4. During the lesson, how would you rate the level of student/teacher interaction (High, Medium, Low)? What strategies did the teacher use to encourage student involvement?

5. If more than one topic was covered in the lesson, how did the teacher accomplish the transition between topics? Did the transition involve establishing a relationship between the new topic and the topics just completed?

6. How did the teacher handle any inappropriate behavior by the students?

7. How did the teacher assess whether or not the students understood the concepts being developed or mastered the skills being taught?

8. If it was found that the students had not mastered the concepts or skills being taught, how did the teacher respond?

9. How did the teacher bring the lesson to closure?

10. Did you observe any obvious classroom routines that had been established? What purpose did these routines serve?

SUMMARY REVIEW

Write a summary of useful information that you gained through this observation. Make a list of specific strategies, techniques, procedures, etc. that you will be able to implement in your own classroom to improve instruction and/or classroom management.