

DCS Peer Review of Teaching Form

This form offers potential questions and guidelines to facilitate the practice of peer review of teaching. It is meant to assist faculty members who are observing a class and provides suggestions for a pre-observation meeting, the classroom observation, and the post-observation meeting.

Course Information

Instructor: _____

Observer: _____

Course: _____

Topic: _____

Student Year of Study: _____

Class Room: _____

Class Day: _____

Class Time: _____

Pre-Observation Meeting

The following are questions that can be addressed in the pre-observation meeting. Based on this discussion, the observer and instructor identify aspects of the class on which the observer will focus.

- How does this class fit in with the overall course?
- What do you want the students to learn by the end of this class? Are the objectives clear?
- How will class time be used? What can the observer expect to see?
- What pre-class assignments for students, if any, are required?
- Are there specific aspects of this class or your teaching style on which you would like to receive feedback?
- Anything else you wish to share about this class?

Classroom Teaching Observation Guide

INSTRUCTOR		DATE	
COURSE & SECTION		ROOM	
OBSERVER		DURATION OBSERVE	
NUMBER OF STUDENTS PRESENT		STUDENT YEAR	
INADEQUACIES OF ROOM/EQUIPMENT			

BEHAVIOR/METHOD	OBSERVED	NOT OBSERVED	OBSERVED, NEEDS IMPROVEMENT	NOT APPLICABLE
AVAILABLE BEFORE CLASS				
BEGINS ON TIME				
STATES GOALS/OBJECTIVES				
EFFECTIVE WARM-UP				
LINKS TO PRIOR CLASSES				
LOGICAL CONTENT SEQUENCE				
EFFECTIVE TRANSITIONS				
PERIODIC SUMMARIES				
APPROPRIATE EXAMPLES				
EFFECTIVE VISUALS				
VOICE CLEAR & AUDIBLE				
ACTIVE LEARNING/ENCOURAGES PARTICIPATION				
CHECKS FOR UNDERSTANDING				
ASKS QUESTIONS				
ENTERTAINS QUESTIONS				
ENCOURAGES CRITICAL THINKING				
PACING APPROPRIATE				
USES "THINK TIME"				
EMPHASIZES CONCEPTS				
SUFFICIENT KNOWLEDGE OF SUBJECT				
MATERIAL CURRENT & RELEVANT TO COURSE OBJECTIVES				
ENDS ON TIME				

Post-Observation Meeting

The following questions are provided to help guide the post-observation discussion. Instructors should reflect on these questions in advance of this meeting.

- Were you able to assess whether your students learned what you intended by the end of the class?
- What went well?
- What challenges were there?
- What might be changed for next time?
- Discuss any additional points that were raised in the pre-observation meeting.