MATH 1224 Peer Mentor Observation Sheet

Instructor: ____________________________ Date: ____________
Observer: ____________________________

Brief summary of Class:

Method of “Observation”: This Form can either be used as a checklist (i.e. yes or no or a simple check) OR by indicating always (A), sometimes (S), never (N), or not applicable (NA).

Classroom Organization
___ instructor arrives to on time
___ instructor starts class on time
___ old quizzes/worksheets are returned to students quickly and efficiently
___ instructor gives a brief review of the previous recitation or lecture topics
___ an outline of the class period is given and followed
___ recitation worksheet is briefly discussed and makes it relevant to the course
Comments:

Variety and pacing of class
___ more than one form/style of teaching is used
___ instructor encourages questions
___ instructor accepts students responses
___ instructor pauses for more than 3 seconds during the class to allow for students’ questions
___ adequate time is given for instruction
___ adequate time is given for group work
___ adequate time is given for a quiz
Comments:

Group Work
___ students are put in groups of no more than 3
___ instructor encourages students to interact with each other
___ instructor offers his/her help
___ instructor points out common mistakes to the whole class
___ instructor circulates the classroom
___ students questions are quickly answered
___ students are able to check their answers with instructor
Comments:
Presentation and Clarity

___ instructor was prepared for the class session
___ instructor gives clear directions for a recitation worksheet
___ instructor makes clear what is excepted of students
___ “stumbling blocks” are identified and pointed out
___ instructor can be easily heard
___ instructor can be easily understood
___ speaks at a pace so students can comfortably take notes
___ makes eye contact with students
___ instructor shows enthusiasm for the subject
___ handwriting is legible
___ boardwork is easy to follow and see
___ avoids distracting mannerism
___ avoids reading extensively from notes
___ humor is used appropriately
Comments:

Interaction with students

___ knows students by name
___ students feel comfortable to ask questions
___ instructor solicits the class to help
___ instructor maintains control of the classroom
___ students appear attentive
___ the class atmosphere was friendly
___ students are treated with respect
Comments:

How might the instructor improve?