**HDF Classroom Observation Checklist – Revised September 2017**

Instructor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Class Observed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Length of observation (in minutes) : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Observer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number of students present/number enrolled: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*All items marked **Not Observed** must be explained in comments

***Class Structure:***  **Could Improve** **Acceptable** **Excellent** **Not Observed**

Reviews previous day’s course content    

Gives overview of day’s course content    

Summarizes course content covered    

Directs student preparation for next class    

Content of class in line with syllabus schedule    

***Comments:***

***Methods:***

Provides well-designed materials    

Employs non-lecture learning activities    

Invites class discussion    

Employs other tools/instructional aids (computer, video)    

Delivers organized lecture    

Demonstrates appropriate pace of presentation    

Invites small group discussion and collaborative learning    

**Uses other positive teaching strategies (please note):**

***Other Comments:***

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 **Could Improve Acceptable Excellent Not Observed**

***Teacher-Student Interaction***

Solicits student input    

Involves a variety of students    

Demonstrates awareness of individual student learning needs    

Engaging (interactive and informative)    

Encourages students to apply readings and concepts    

Fosters inferential learning   

***Comments:***

***Content***

Demonstrates appropriate knowledge    

Utilizes a logical flow (well organized)    

Explains concepts clearly (pace of speech)    

Relates concepts to students’ experience    

Selects learning experiences appropriate to level of learning    

***Comments:***

***Other Comments –Note either effective or ineffective teaching practices observed - Attach additional pages if necessary***

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Observer Signature Date***