



Class Observation Form

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UNIT: QUALITY ASSURANCE

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This form is intended to evaluate teacher's performance inside class for monitoring purposes. The evaluation could be conducted by the dean, head of department, director of quality assurance or members of academic promotion committee. It can also be used in contexts of peer-to-peer observation.

The responses are retained confidentially and shared merely with the aforementioned persons at the University.

Name:	Academic title:
Faculty:	Department:
Course:	Date:

1	2	3	4	5
Very dissatisfied	Dissatisfied	Neutral	Satisfied	Very satisfied

No	Criterion	Score	Comment
1	The lesson taught conforms to the syllabus		
2	Objectives identified at the start of the lesson, gives "real world" examples to illustrate concepts		
3	uses examples that are simple, clear, precise, and appropriate, stays focused on and meets stated objects		
4	emphasizes and summarizes main points		
5	Shows good command and knowledge of subject matter		
6	Uses relevant teaching methods, aids, materials, techniques, technology		
7	Demonstrates leadership ability, maintains discipline and control		

8	Exhibits sensitivity to students' culture, gender differences and disabilities, responds appropriately in a non-threatening learning environment		
9	Demonstrates good command of English language		
10	Encourages questions and student participation, and encourages students' engagement in class activities related to the course		
11	Develops strategies to obtain feedback on student learning, checks whether the learning objectives have been accomplished		
12	holds interest of students, and assists students with academic problems, responds adequately to student questions		
	TOTAL		

Strengths:

Weaknesses:

Recommendations and areas to improve:

Final decision:

Name:

Signature: