

# Fordham University Faculty of Arts and Sciences

## Classroom observation form

Instructor FIDN  
 Course number and title  
 Date, time, and location  
 Semester and year  
 Observer Observer's Title  
 Observer's department/program

Part 1: To be filled out by the observer.  
 Part 1a: Short answer questions.  
 What were the learning goals of the class meeting?

What methods did the instructor use to achieve or advance these goals (e.g. lecture, discussion, activity)?

Part 1b: Rate the following items on the following scale: **E** = Excellent, **M** = Meets expectations, **NI** = Needs Improvement, **U**=Unacceptable

	<b>E</b>	<b>M</b>	<b>NI</b>	<b>U</b>
<b>Organization and Methodology</b>				
The instructor clearly communicated the learning goals of the class meeting to the students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The learning goals of the class meeting were appropriate for this course.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The methods of instruction were appropriate for these learning goals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The instructor managed the class meeting time effectively.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Content</b>				
The instructor exhibited mastery of the course content.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Clarity</b>				
The instructor explained the subject matter clearly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Presentation skills</b>				
The instructor's presentation skills were effective.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Student engagement</b>				
The instructor created opportunities for all students to participate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The students were actively engaged throughout the class meeting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>(Comment on the instructor's role in facilitating engagement on the next page.)</i>				
The level of intellectual engagement was appropriate for this course.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Part 1c: Comments.* Please write detailed comments, especially for any items above that received a low rating. Discuss the students' response to the lesson, what went well, and also offer suggestions to help the instructor improve his or her teaching. If your discipline has specific pedagogic challenges, comment on them here as well.

Observer's signature

Date

*To the observer: please submit copies of this form to the instructor you observed and to the Department Chair or Program Director who requested the observation within 72 hours of the observation.*

***Part 2: Comments from the adjunct.*** If you would like to record any comments in response to the classroom observation report you received, please type them below.

**Adjunct's signature**

**Date**

***To the adjunct: please submit copies of this form to the person who observed you and to the Department Chair or Program Director who requested the observation within 72 hours of receiving the observation report.***