

## In-Person Class Observation Log

(Developed by G. Bauer, Ph.D., VITAL, Villanova University based on instrument developed at University of Maryland, 1987)

Faculty: \_\_\_\_\_

Course: \_\_\_\_\_

Observer: \_\_\_\_\_

Class Session Topic: \_\_\_\_\_

Length of Visit: \_\_\_\_\_

Observation Date: \_\_\_\_\_

*Complete this form during the in-class observation. Assume a student perspective rather than content expert. Be as specific and objective as you can.*

Class Observation Notes (note what you observe)	Worked Well, Suggestions for Enhancement
<p><b>Goals for Student Learning</b>                      From a student's perspective, what did you take away from this class session? What did you learn because of this session?</p>	
<p><b>Method of Instruction</b>                      Comment on the presentation of the course material and how the teaching method supported student learning – organization (introduction, main points, summary), presentation style, use of examples, explanations, use of technology, variety of instructional activities, faculty interest in students</p>	
<p><b>Faculty/Student Interaction</b>                      Comment on student involvement and interaction and its support of student learning (how does the level of interaction align with the goals for student learning) - opportunities for questions and interaction among students, answers to questions, comprehension checks, facilitation of discussion, level of student engagement</p>	

Class Observation Notes (note what you observe)	Worked Well, Suggestions for Enhancement
<p><b>Feedback / Assessment</b>  Faculty provides in-class feedback to students, gauges students' comprehension, assesses what students are learning, taking away from the class session</p>	
<p><b>Class Structure</b>  Use of class time, pacing of material, sequencing of material, sequencing of class activities</p>	
<p><b>General Observations</b>  When did the students seem particularly engaged? Particularly disengaged? What worked well from your perspective as teaching intern? Why? What didn't work well from your perspective as teaching intern? Why? What aspect(s) of instruction might be improved? How could these improvements be made (consider long-term vs. short-term possibilities)?</p>	
<p><b>Questions to Faculty for Post-Observation Discussion</b>  Based on your observation notes and reflections on your experiences as learner in this class what 1-2 aspects of instruction would you bring to the faculty's attention?. What 1-2 questions would you want to ask the faculty? What do you hope to learn from the discussion?</p>	

Note. The instrument attempts to capture what actually occurs in the class during the observation without presupposing any specific instructional approach. The narrative allows for a holistic and contextual description.