

# EVALUATION SUMMARY

## INSTRUCTIONAL OBSERVATION

<b>Name:</b>	<b>Course:</b>	<b>Time:</b>
<b>Date:</b>		<b>Room:</b>

1. Are the room and equipment well organized for learning to take place?

☐ Yes ☐ No

Comments:

2. Do students appear to be attending and involved in the learning process?

☐ Yes ☐ No

Comments:

3. Is the instructor well prepared, organized, and prompt?

☐ Yes ☐ No

Comments:

4. Does the instructor exhibit by conduct that course planning and preparation have taken place?

☐ Yes ☐ No

Comments:

5. Does the instructor know the material?

☐ Yes ☐ No

Comments:

6. Was the level of difficulty about right?

☐ Yes ☐ No

Comments:

7. Was the amount of material covered about right?

☐ Yes ☐ No

Comments:

8. Does the instructor's classroom conduct contribute to positive and helpful relationships with the students?

☐ Yes ☐ No

Comments:

9. Was the instructor's class enjoyable?

☐ Yes ☐ No

Comments:

10. If the course lends itself to discussion, are students encouraged to participate?

☐ Yes      ☐ No

Comments:

11. Does the instructor adhere to effective lesson organization, namely reviewing previous material, giving the content of the lesson, and then finishing with a summary of salient points?

☐ Yes      ☐ No

Comments:

12. If the instructor is outstanding or lacking in some areas, what are they?

## **Signatures**

**Instructor**

**Observer (Dean/Designate)**

**Date:**

**Human Resources**

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