

Promotion and Tenure Classroom Observation Form
Sewanee: The University of the South

Pre-visit instructions: Several days before the classroom observation, the observer should request a copy of the course syllabus containing course objectives, content, and organization. The instructor should describe to the observer the instructional goals and methods of accomplishing them for the class that will be observed.

Considerations for the classroom visit and feedback: Useful feedback is specific, rather than general. It focuses on observed behavior, rather than on the person. When possible, feedback should be on choices that the instructor can do something about, and it creates opportunity for further discussion and dialogue. When providing feedback below, please provide detailed and specific examples.

Instructor name: _____ Name of person observing: _____

Course number and title: _____

Title/topic of class: _____ Date: _____

Describe the setting and context (e.g., number of students, room arrangement, makeup of the class, any other descriptive characteristics that would provide appropriate context for the observation):

Comment on the organization and clarity of content covered:

Describe the methods used by the instructor (lecture, discussion, group work, activity, etc.), and comment on their effectiveness:

Describe the nature of students' engagement in the class:

What were the instructor's major strengths as demonstrated in this class session?

What specific suggestions do you have for improving this instructor's teaching?