**DEPARTMENT OF ENGLISH AND COMPARATIVE LITERATURE**

**First Year Writing Program**

Instructor:

Course:

Course mode (synchronous, asynchronous, hybrid):

Date:

Evaluator:

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have read this report. I understand that my signature does not necessarily imply agreement with its contents.

Signature of instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DEPARTMENT OF ENGLISH AND COMPARATIVE LITERATURE**

**FIRST YEAR WRITING PROGRAM Teaching Observation Form**

**PART ONE**:

The following guideline provides a structure for the peer observation. Please address each category, and respond to relevant bullet points.

**I. Instructional Design**

Elements of design to consider:

* Lesson objectives are performance based.
* Lesson objectives activate prior knowledge and connect to previous lessons.
* Course materials (whether online or otherwise) are clear, accessible, and easy for students to follow?

**Comment on the strengths of the instructional design and where improvement is needed.**

**II. Content Knowledge**

Elements of content knowledge to consider:

* Instructor demonstrates knowledge of the subject matter and an awareness of its complexities.
* Instructor makes connections to concepts discussed in previous lessons.
* Instructor makes meaningful verbal references to the class learning goals throughout the lesson in ways that support student learning.

**Comment on instructor’s content knowledge of the subject matter.**

**III. Classroom Environment**

Elements of classroom environment to consider:

* Instructor has positive rapport with students and demonstrates respect for and interest in student experiences, thoughts, and opinions.
* Instructor presents the material in an engaging way.
* Instructor uses a variety of teaching methods and technologies in order to encourage active rather than passive learning.
* Instructor makes effective use of student time and effort spent during a synchronous class or in the overall activities assigned.
* Instructor uses technology effectively (as appropriate) to support instruction (Canvas, PowerPoint, etc.).

**Comment on the positive elements of the classroom atmosphere and where improvements are needed.**

**IV. Classroom Instruction / Activities**

Elements of classroom instruction and activities to consider:

* Instructor uses well-crafted tasks and activities that are connected to the learning goals and that provide evidence of student progress toward those goals.
* Instructor uses and varies teaching strategies to include all students in the learning activities throughout the lesson.
* Instructor poses higher order questions that make students think critically and make complex connections.
* Instructor consistently builds on student responses and encourages more elaborate answers.
* Instructor summarizes or asks students to summarize major points of the lesson at the end of class.
* Instructor finds ways to elicit student engagement with the course material, the instructor, and other students.

**Comment on classroom instruction and activities.**

**V. Assessment of Student Learning**

Elements of assessment to consider:

* Instructor continually checks for student understanding and engagement throughout the lesson.
* Instructor effectively uses student responses, probing for more information as necessary to make inferences about student progress and adjusts instruction accordingly.

**Comment on the instructor’s understanding of student learning and engagement in class.**

**PART TWO**: Assessment of Student Writing

Collect samples of student essays to assess the instructor’s effectiveness in offering feedback for revision. Evaluate the instructor’s marginal and summary comments on student drafts, such as suggestions to improve the clarity and specificity of the argument, to rethink the arrangement and development of arguments and evidence, to improve the effectiveness of sentences, as well as grammatical corrections. In addition, comment on the final assessment and grade on the revision. Be sure to note the instructor’s strengths and weaknesses.

**Final Evaluation:** (Please circle one of the following)

**Commendable Good Satisfactory Needs Improvement Unsatisfactory**

Concluding Remarks: