

Class Observation Forms

Instructions: Please fill out a separate form for each lesson you are auditing.

Today's date: _____ / _____ / _____
 Day Month Year

Teacher: _____

Unit/Lesson Name and Number: _____

District: _____

School: _____

Grade Level: _____

Length of class period: _____

Number of students present in the class: _____

8. To what extent was positive feedback used?

Not at all I I I I I I I To a large extent
 1 2 3 4 5 6 7

9. To what extent did the teacher help the students articulate their thoughts?

Not at all I I I I I I I To a large extent
 1 2 3 4 5 6 7

Teacher Listening

- Gave full attention to the student speaking
- Limited teacher talk

Teacher Questioning

- Used open-ended questions for divergent thinking
- Used closed-ended questions when checking for understanding
- Built subsequent questions on the students' responses
- Used "what do you think?" rather than "why?" to stimulate divergent thinking
- Asked students what they thought and felt about the topic

Teacher Responding

- Accepted multiple answers.
- Provided timely critique; reframe/refocus inappropriate responses; reflect feelings; clarify answers
- Use students' names
- Drew responses from different students to open participation
- Used "wait time" (7-10 seconds) by not answering his/her own questions and allowing time for students to formulate their responses
- Respected privacy by cautioning students not to gossip or divulge personal family information when discussing L-Q program topics
- Honored cultural differences, when necessary, in communication styles, showing sensitivity and respect

Small group activities

10. What part of the classroom participated in the small group activities?

Several students I I I I I I I All or almost all
 1 2 3 4 5 6 7

11. The students:

- Were able to get into their cooperative groups quickly
- Understood the directions by how they responded to the checking for understanding question
- Responses were appropriate with what the teacher assigned
- Skill level increased with the guided practice session

12. The teacher:

- Provided guided practice by modeling the guided practice first with appropriate demonstration of the skills

Fidelity to the Materials

(For i and j, teacher’s changes which make the lesson material more accessible to the students, should also be taken into consideration.)

19. Was this lesson conducted as described in the prepared materials?

a) One or more activities were left out	Yes	No
b) One or more activities were shortened	Yes	No
c) One or more activities were carried out not in the prescribed order	Yes	No
d) One or more instructions were left out	Yes	No
e) One or more discussions were left out	Yes	No
f) The content was taught in a teaching style, which was different from the recommended one (lecturing vs. discussion; discussion vs. group activities; something other than group teaching)	Yes	No
g) Small group activities were included always when in the lesson	Yes	No
h) The teacher had a some time at the end of the lesson to sum up or answer questions	Yes	No
i) The teacher added his/her own activities	Yes	No
j) The teacher substituted Belizean examples to make the lesson more comprehensible	Yes	No

OVERALL LESSON EVALUATION

20. Did any of the activities seem too long? Yes No

IF YES: Which one? _____

21. Did any of the activities seem culturally inappropriate for Belizean students or difficult to apply, and would need to be adapted? Yes No

IF YES: Which one? _____

22. Could you describe any adjustments the teacher made in the lesson in order to fit the Belizean context?

23. Were there any interruptions or disruptions, which could influence the lesson? (For example a fire alarm, shortened lesson, disruptive students, etc.) Yes No

IF YES: What happened?

24. OTHER COMMENTS (Please describe changes in the lessons or anything else, which could explain the course of this lesson. Also mention the teacher's comments and opinions on the lesson.)
