<table>
<thead>
<tr>
<th>Observation of</th>
<th>Course:</th>
<th>Discussion section?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Observer:</td>
<td>Room:</td>
<td>Period: Date:</td>
</tr>
</tbody>
</table>

### Expectation Scoring Categories

(1) Below, (2) Near, (3) Meets, or (4) Exceeds. Either circle the appropriate number or write in the blank square ns for not seen, na for not applicable.

### Preparation

1. Is well-prepared and able to work homework problems. | 1 2 3 4 |
2. Knows the material in the text and lectures. | 1 2 3 4 |
3. Problem solving techniques are consistent with lecturer and text. | 1 2 3 4 |
4. Promptly returns graded assignments. | 1 3 |
5. Returns assignments individually, respecting student privacy.* | 1 3 |

### Presentation

1. Is on time for class* | 1 3 |
2. Is friendly but professional in manner and demeanor* | 1 2 3 4 |
3. Indicates topics of the day | 1 3 |
4. Speaks loudly and clearly | 1 2 3 4 |
5. Communicates effectively so students can follow | 1 2 3 4 |
6. Goes step-by-step and writes down steps | 1 2 3 4 |
7. Uses blackboard effectively | 1 2 3 4 |
8. Presents material at appropriate level | 1 2 3 4 |
9. Emphasizes methods of solving problems rather than solutions | 1 2 3 4 |
10. Emphasizes key points and concepts | 1 2 3 4 |
11. Uses class time effectively | 1 2 3 4 |
12. When appropriate, encourages alternate ways to solve problems | 1 2 3 4 |

### Teacher-Student Interaction

1. Actively encourages student questions* | 1 2 3 4 |
2. Listens to and understands student questions* | 1 2 3 4 |
3. Responds appropriately to student questions* | 1 2 3 4 |
4. Makes sure class hears and understands questions | 1 2 3 4 |
5. Gives reasons for rejecting an answer* | 1 2 3 4 |
6. Corrects misconceptions, sees that correct answer is brought out | 1 2 3 4 |
7. Admits if doesn't know the answer or if was wrong | 1 2 3 4 |
8. Asks questions to monitor students’ understanding | 1 2 3 4 |
9. Does not embarrass or belittle students* | 1 3 |

### Classroom Atmosphere

1. Establishes positive rapport, mutual respect with the students* | 1 2 3 4 |
2. Classroom atmosphere is conducive to learning | 1 2 3 4 |
3. Maintains eye contact | 1 2 3 4 |
4. Keeps students' attention, including those not interacting | 1 2 3 4 |
5. Provides opportunities for and encourages active participation | 1 2 3 4 |
6. Indicates availability for giving individual help | 1 3 |

### Attendance

1. 0 to 1/3 full _____ | 1/3 to 2/3 full _____ | 2/3 to full _____ |
2. Most students were (a) on time; (b) came in 0--15 min. | [c] some came > 15 min |

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* last revised January 23, 2013