

Check Sheet for Class Visitation

Instructor _____ Date _____

Class _____ Period _____

- 1 Unsatisfactory
- 2 Fair
- 3 Average
- 4 Good
- 5 Excellent
- n/a No opportunity to observe

- _____ 1. Class began on time.
- _____ 2. Class activities indicated good planning.
- _____ 3. Class lasted for entire scheduled time.
- _____ 4. Students seemed interested in the presentation.
- _____ 5. Students took notes.
- _____ 6. Students' participation in activities was appropriate.
- _____ 7. Instructor's presentation was appropriate (professional).
- _____ 8. Instructor's diction was clear and distinct.
- _____ 9. Instructor demonstrated self-confidence and poise.
- _____ 10. The general class atmosphere reflected mutual respect and regard.

Comments:

The best activity I noticed was _____

I think improvement could be made in

I have seen this report:

Signature of Instructor

Date

Instructor Comments:

Signature of Division Chair or Vice President