

# P. R. POTE (PATIL) COLLEGE OF ENGINEERING & MANAGEMENT, AMRAVATI

Department of \_\_\_\_\_

## Classroom Observation Format

Name of Faculty \_\_\_\_\_ Class & Year: \_\_\_\_\_ Section \_\_\_\_\_ Sub: \_\_\_\_\_

Name of Peer/Observer: \_\_\_\_\_ Date of Class Monitoring: \_\_\_\_\_ Time: \_\_\_\_\_

Use criteria that apply to format of course observed.

Review Section	Description/Comments
1. <b>SUBJECT MATTER CONTENT &amp; ORGANIZATION</b> (shows good command and knowledge of subject matter; demonstrates breadth and depth of mastery; organizes subject matter; evidences preparation; is thorough; states clear objectives; emphasizes and summarizes main points, meets class at scheduled time)	
2. <b>RAPPORT</b> (holds interest of students; is respectful, fair, and impartial; encourages participation; interacts with students, shows enthusiasm)	
3. <b>TEACHING METHODS</b> (uses relevant teaching methods, aids, materials, techniques, and technology; includes variety, balance, imagination, group involvement; uses examples that are simple, clear, precise, and appropriate; stays focused on and meets stated objectives)	
4. <b>PRESENTATION</b> (establishes conducive classroom environment to learning; maintains eye contact; uses a clear voice, strong projection, proper pronunciation, and standard English)	

Review Section	Description/Comments
<b>5. PERSONAL MANAGEMENT &amp; ASSISTANCE TO STUDENTS</b> (evidences self-confidence; maintains professional comportment and appearance; uses time wisely; demonstrates leadership ability; maintains discipline and control; assists students with academic problems; evidences self-confidence)	
<b>6. PHYSICAL ASPECTS OF CLASSROOM (optional)</b> (state location and physical attributes of classroom, number of students in attendance, layout of room, distractions if any; list any observations of how physical aspects affected content delivery)	

**Strengths observed:** \_\_\_\_\_  
\_\_\_\_\_

**Suggestions for improvement:** \_\_\_\_\_  
\_\_\_\_\_

**Overall impression of teaching effectiveness:** \_\_\_\_\_  
\_\_\_\_\_

**Signature of Peer/Observer**

**Name:** Dr./Prof. \_\_\_\_\_

**Signature of HOD**

**Copy to:**

- H'ble Principal/Vice-Principal for information.