

## Teaching in tutorials and other small group contexts

### Peer-observation feedback template (with prompts for reviewers)

This template is a guide only and should be adapted to suit specific teaching and learning contexts.

Questions have been provided to assist and guide those observing the class. In conducting a class observation, it is important to remember that the main role of the peer-observer is not to 'judge' how good or poor a teacher is, but rather to provide constructive feedback on what the teacher did well (and what seemed to work well in class), as well as areas that can be improved.

**Subject/class:**

**Date of observation:**

<b>1. Introduction</b>	Comment on how clearly the teacher introduced the topic, purpose &/or objectives of the session.
<b>2. Student participation/ interaction</b>	<ul style="list-style-type: none"> <li>• Comment on the rapport the teacher seems to have with students – is it friendly? <i>e.g. Does the teacher make an effort to use students' names? Do students appear to be comfortable to speak out in class?</i></li> <li>• Does the teacher encourage student interaction and participation? Comment on specific examples of how the teacher does this (<i>e.g. use of questions, group/pair work, discussion</i>).</li> <li>• If the teacher sets a group task or activity, comment on how well he/she facilitated this. (<i>e.g. Were instructions clear? Did students appear engaged</i>)</li> <li>• Comment on the extent to which students appeared engaged in the class.</li> </ul>
<b>3. Organisation and clarity of explanations</b>	Comment on how well the session was organised and how clearly the teacher explained concepts/problems. <i>e.g. Were subject-specific terms clarified?</i>
<b>4. Use of questions &amp; feedback</b>	<ul style="list-style-type: none"> <li>• Comment on how effectively the teachers used questions to elicit responses and encourage participation.</li> <li>• How well did the teacher respond to students' questions?</li> </ul>

	Were there any opportunities for students to receive feedback in class? e.g. <i>Did the teacher give feedback to students who volunteered responses/answers to questions? Was feedback given on activities completed in class?</i>
<b>5. Presentation &amp; delivery</b>	<p>Comment on how the teacher delivered and facilitated the session. e.g. You may like to comment on whether you thought the teacher spoke clearly, had good eye-contact and whether he/she appeared confident or enthusiastic.</p> <p>You may also like to comment here on the pace and timing of activities etc.</p>
<b>6. Use of audiovisuals, whiteboard or other visual aids [where applicable]</b>	If the teacher used audiovisuals or the whiteboard, comment on how well he/she used these to support learning
<b>7. Conclusion</b>	<p>Comment on how effectively the teacher concluded the session. e.g. Did he/she give a quick overview of the key concepts covered in the session or ask students to do this?</p>

**ADDITIONAL COMMENTS:**

Comment here on the overall effectiveness of the session you observed. Comment on how engaged the students appeared and highlight one or two things the teacher did well. Also, mention any areas that you think the teacher could consider for improvement.

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**Reviewer:**

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<b>3. Organisation and clarity of explanations</b>	
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**ADDITIONAL COMMENTS:**