INFORMAL OBSERVATION FORM

(This is a sample. Informal feedback can be provided in a variety of ways. Other samples are available at the end of this document.)

Teacher Name_____ **Date**_____

Grade_____ **Time Began**_____ **Time Ended**_____

KEY: + indicates observation of good practice; - means observation of a problem; blank means not observed.

Content:
Standard 1

_____Language Arts
_____Mathematics
_____Science
_____Social Studies
_____Other (Name)_____

Presents Instruction and Communicates Effectively:
Standards 8, 9, 10

_____ Uses academic and behavior contracts
_____Uses variety of materials and methods which address multiple learning styles
_____Assists students promptly and uses differentiated instructional techniques
_____Uses school plan for frequent communications with students and parents
_____Shows evidence of professional development that corresponds to school's improvement plan

☐ If box is checked, please see the Observer to discuss.

Observer's Comments:

_____
Observer's Signature

Classroom/Student Management:
Standards 3, 4

_____Uses school plan for behavior management
_____Demonstrates respect, caring, and positive attitude
_____Uses positive re-enforcement
_____Implements effective behavior management strategies

Assessments:
Standard 5

_____Includes challenging questions and engaging discussion techniques
_____Demonstrates cohesive unit planning (lesson is not an isolated experience)
_____Utilizes rubric(s), scoring guides
_____Uses anecdotal notes
_____Uses formal (intentional) writing process
_____Uses rigorous open response questions relevant to content

Implements Instructional Planning:
Standards 2, 6, 7

_____Plans for use of skills reflective of Bloom's higher levels of taxonomy
_____Incorporates active student participation
_____Uses cooperative groups
_____Uses large group instruction
_____Uses small group instruction
_____Uses guided practice
_____Uses individual tutoring
_____Utilizes technology appropriately
_____Provides evidence of modification based on teacher analysis of learning and reflection on practice