Resource: The Torch or the Firehose
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### Classroom Observation Checklist

<table>
<thead>
<tr>
<th>Teacher</th>
<th>Subject</th>
<th>Day/hr</th>
<th>Room</th>
<th>Recit., lect., tut.?</th>
<th>Observer</th>
<th>Date</th>
<th>Time: from ___ to ___</th>
<th>Number of Students</th>
</tr>
</thead>
</table>

Check or circle items deserving attention; comment in space provided.

**Summary**

- general topics covered
- types of work, percent of time spent on each (problem solving, review, new material, etc.)

**Preparation and Pedagogy**

**Overall impressions**

- knows subject, confident, competent
- knows what goes on in lecture, knows book
- well-organized in class
- right amount of material
- clear or fuzzy? orients, summarizes
- at right level repeats just enough
- goes easy → hard stresses hard points
- starts from problem defines the tasks
- is prepared with good problems and solutions uses a variety of methods explains the thought processes hits the right level
- interesting, relevant offers motivation
- well-prepared, clear right level
- gives examples overview, summary
- starts from problem defines the tasks relates material to lectures, other courses
- recognized? what were they? how handled? class help asked for? admitted or covered up?

**Explanations**

- Problem-solving

**Lecture (new material or commentary)**

- Inadequacies or errors

**Classroom technique**

**Board writing**

- level
- no squeak
- clear diagrams
- gives complete story
- minimal erasing

**Board use**
clear, understandable faces class
right volume right speed
varied, not monotone er---OK?---alright?
energetic, not bored or sighing or droopy
starts on time ends on time
well-apportioned not rushed
hair-combing beard-stroking
excessive pacing speech mannerisms
listens carefully repeats question if neededencourages questions patient
answers well
formulates problems poses questions
“what’s wrong with..?” poses paradoxes
solicits class help
gives adequate time for response
proper seating—not bunched in back
good eye contact uses names

enthusiastic, finds it exciting
neutral seems bored by it
friendly supportive
concerned available
distant, withdrawn indifferent
hostile sarcastic
attentive, interested, responsive
daydreaming, doing other work, bored
silent, hostile any problem students?
rushed/slow exciting/dull
stiff/informal too meandering
too singleminded too meandering

Other comments

Suggestions for improvement