

## Appendix 1 Teaching Observation

Name of reviewee: \_\_\_\_\_

Date: \_\_\_\_\_

Undergraduate Programme: \_\_\_\_\_

The peer review is aligned with the first four Areas of Activities of the Professional Standards Framework (PSF). Observers are encouraged to make references to the Core Knowledge and Professional Values when observing their reviewees.

The aspects listed under each activity are for guidance only. Observers may wish to focus on other aspects of the teaching following the pre-observation meeting with the reviewee.

Areas of Activity	Comments
<b>1. Design and plan learning activities</b>	
<ul style="list-style-type: none"> <li>- Appropriate learning outcomes;</li> <li>- The subject material;</li> <li>- Clarity of course materials (handouts, slides, etc);</li> <li>- Logical links between learning activities;</li> <li>- Timing and planning of the overall session;</li> </ul>	
<b>2. Teach and/or support learning through appropriate approaches and environments</b>	
<ul style="list-style-type: none"> <li>- Clear introduction of the topic and what is to be learned in the session;</li> <li>- Mastery of the topic/subject</li> </ul>	

<ul style="list-style-type: none"> <li>- Appropriate methods for teaching and learning in the subject;</li> <li>- Delivery – clarity and speed;</li> <li>- Level of student engagement;</li> <li>- Ensuring all students can participate in learning activities</li> </ul>	
3. Assess and give feedback for learning	
<ul style="list-style-type: none"> <li>- Appropriate assessment for understanding and learning during the session;</li> <li>- Providing students with feedback on their learning</li> </ul>	
4. Support and guide learners	
<ul style="list-style-type: none"> <li>- Appropriate use of learning technologies</li> <li>- The environment is relaxed and inclusive</li> <li>- Guidance to additional resources</li> <li>- Handouts</li> </ul>	
5. Other aspects	
Overall evaluation and comments – to be completed <b>after</b> the post-observation discussion with the reviewee	

Name of observer: \_\_\_\_\_

Signature: \_\_\_\_\_

School/Department: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewee's reflection on the observation and evaluation. Please make references to the Core Knowledge and Professional Values when writing your reflection.