

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

Note: Adapted from materials developed for the STaR Programme of HKU Li Ka Shing Faculty of Medicine, and modified for use in the CiC STaR Programme.



Communication Intensive Courses

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

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.