## CENTER FOR TEACHING & LEARNING

Instructor:
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Date:

Time:

Course Title:

Course Number:

Level of Students:

Format of Course: (i.e., large class, seminar, lab)

- 1. What is the content and structure of the class you will be teaching?
- 2. Describe your students in this class. Is there anything the observer should know about them?
- 3. What have student been asked to do in preparation for this class?
- 4. What is your goal for the lesson? What do you hope students learn or be able to do as a result?
- 5. What are your plans for achieving these goals?



- 6. What teaching methods/teaching aids will be used?
- 7. What has been taught in previous lessons in this course? How does this lesson fit into the course as a whole?
- 8. Will this class be a typical example of your teaching? If not, what will be different?
- 9. What would you like me to specifically focus on during the observation? (Use this question for formative reviews, in particular)
- 10. Is there anything else I should be aware of prior to the observation?
- 11. Would you like feedback on equitable teaching practices and/or culturally responsive teaching (e.g., inclusive approaches to teaching, diverse teaching materials, etc.)?
- 12. Logistics: Confirm time and place, and where the observer should sit.