

CLASSROOM OBSERVATION FORM

Faculty/School:.....

Type of classroom observation

Announced: ☐

Unannounced: ☐

I. Information of Staff:

Name :.....Academic title:.....Department:.....

Subject code:.....Subject name:.....Class :Place:.....

II. Information of Observers:

Name..... Academic title:.....Department:.....

Level 1 – NOT APPLICABLE; 2 – BELOW THE AVERAGE; 3 – AVERAGE; 4 – CREDIT; Mức 5 – EXCELLENT

No.	Content rated	Level 1	2	3	4	Level 5
I	Group 1. Pedagogy					
1	Manage and cover classes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Method of communicating clearly, clearly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Teaching facilities (tables or / and projectors) are used in an effective combination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Active teaching methods, attract students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Time allocation of logical lessons (theory, for example, troubleshooting ...)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
II	Group 2. Specialty					
6	The lecture content fits with signed proposal of Faculty/School	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Logical integration of the lecture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Ability of lecture cover	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	The accuracy of the lesson information communicated to the student	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Students are taught to self-study (homework, research questions, reference documents)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
II	Group 3: Assessment of lectures using teaching aids (*)					
11	Format: Font, font size large enough, easy to see; the color used has the appropriate contrast; Images, effects, sounds are used sensibly, not abuse ...	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Content: To meet the goal of the lesson, emphasis of main point, each slide has corresponding topic name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Teaching aids: have prepared materials corresponding to projected contents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Effective teaching: Attract attention and excitement of students, enhance interaction in the classroom, make students more receptive.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Technique used: Proficient use, harmonious combination of teaching aids.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(*): Only evaluate this content when the lecture uses teaching aids

GENERAL COMMENT

Pedagogy::

Specialty:

Usage effectiveness of teaching aids(*):

GENERAL ASSESSMENT:

Pedagogy : Level .../5;

Specialty : Level .../5;

Usage effectiveness of teaching aids: Level .../5;

..., *day* *month* *year* 20

Assessor
(Signature and full name)

(*): *Only evaluate this content when the lecture uses teaching aids*

EXPERIMENT & PRACTICE OBSERVATION FORM

Faculty/School:.....

Type of classroom observation

Announced: ☐

Unannounced: ☐

I. Information of Staff:

Name :.....Academic title:.....Department:.....

Subject name:.....Subject code:.....Class :Time:Place:.....

II. Information of Observers:

Name..... Academic title:.....Department:.....

Level 1 – NOT APPLICABLE; 2 – BELOW THE AVERAGE; 3 – AVERAGE; 4 – CREDIT; Mức 5 – EXCELLENT

No.	Content rated	Level 1	2	3	4	Level 5
I	Group 1. Pedagogy					
1	Manage and cover classes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Method of communicating clearly, clearly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Teaching facilities (tables or / and projectors) are used in an effective combination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Active teaching methods, attract students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Experimental and practical organization for ensuring goals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
II	Group 2. Specialty					
6	Equipment and tool are prepared well for lesson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Experimental and practical guide fits with lecture contents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	The lecture content fits with signed proposal of Faculty/School	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Sequence of experimental and practical steps is logic and scientific	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Students are taught to self-study (homework, research questions, reference documents)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Ensure safety for people and equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

III. GENERAL COMMENT

1. Pedagogy::

2.Specialty:

IV. GENERAL ASSESSMENT:

Pedagogy : Level .../5;

Specialty : Level .../5;

..., *day* *month* *year* 20

Assessor
(Signature and full name)