

Instructional Observation Checklist

The teacher:	Comments
1. Learning intentions: Objectives, learning targets etc. are clearly identified and conveyed.	
2. Attention: Gains and maintains attention throughout the lesson.	
3. Frequent Responses: provides multiple opportunities for all students to respond and receive feedback	
4. Lesson Structure: Has an opening, body and closure to each lesson.	
5. Equity of Individual Turns: Calls on a variety of students using a preplanned system to randomize students who are called on to ensure equity. Avoids asking students to volunteer to answer questions.	
6. Adequate Thinking Time: Provides adequate thinking time for responses.	
7. Monitoring Responses: Monitors student responses through focused listening and observing, circulating around the room when students are sharing with partners or teams, reading with partners, or completing written responses.	
8. Error Corrections: Provides immediate, clear corrections for individual or group errors, telling students or guiding them to the correct answer.	
9. Feedback and Acknowledgement: Provides specific feedback and positive affirmation for performance, focusing on achievement and effort rather than on inherent qualities.	
10. Brisk Pace: Having prepared for the lesson, maintains a brisk instructional pace while providing adequate thinking time. Avoids digressions.	

The students:	Comments
11. On-task Behavior: Exhibit on-task behavior, following the teacher's directives and completing requested tasks.	
12. Frequent Responses: Respond when asked to give verbal, written, or action responses.	
13. Cooperative Responses: Work productively with partners or team members (completing tasks, listening to partners, staying on-task).	
14. Accuracy: Provide accurate responses (at least 80% accuracy when new material is presented and at least 90% during review).	
15. Appropriate Behavior: Exhibit behavior that allows them to learn, their peers to learn, and the teacher to teach.	
16. Evidence of Learning: Growth and learning is evident through oral and/or written responses.	