

CLASS VISITATION REPORT

Visitor:	Lecturer Visited:	Date:				
Course No. and Title:						
Date of pre-visit conference:	Date of classroom visit:					
No. of students enrolled:	No. of students in class:	Duration of visit:				

INSTRUCTIONAL PREPARATION

1. Using the information obtained at the pre-visit conference, describe and evaluate the instructor's plan for this course. Comment on the syllabus, handouts, assigned text(s) and readings as well as the instructor's statements about this course.

Evaluation:	N/A – Not Applicable 4 – Average	1 – Poor 5 – Above average		2 – Well below average 6 – Well above average			3 – Below average 7 – Excellent		ge
		N/A	1	2	3	4	5	6	7
Syllabus									
Handouts									
Assigned Text	t								
Readings									
Overall organi	ization of course								

INSTRUCTIONAL PERFORMANCE

2. Describe and evaluate the class visited.

Evaluation:	- ····	1 – Poor 5 – Above	average		Well belo Well abov	U		elow avera Excellent	age
		N/4	A 1	2	3	4	5	6	7
Instructor's co	ommand of subject matter								
Ability to con	nmunicate with students								
Quality of pre	esentation (clarity, professional	ism) 🗌							
Organization	of class								
Interest of stu	dents								
Level of prese	entation of material								
NARRATIV	E COMMENTS								

3. On additional pages, please add any relevant or appropriate narrative comments concerning the Lecturer's instructional preparation and performance. Please comment on any instructional enhancements or innovative teaching methods used by the Lecturer. Please offer an overall evaluation of the Lecturer's strengths and weaknesses.