

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		
		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.

	– Not Applicable verage	1 - Pot 5 - Ab	bor2 – Well below averagebove average6 – Well above average		3 – Bel 7 – Exc	e				
			N/A	1	2	3	4	5	6	7
Instructor's comman	d of subject matter									
Ability to communic	ate with students									
Quality of presentation (clarity, professionalism)										
Organization of class	5									
Interest of students										
Level of presentation of material										

NARRATIVE 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.