

Asynchronous Online Observation Notes

Pre-Observation Notes

Instructor: _____ Observer: _____

Course Title: _____ Pre-Observation Time and Place: _____

Virtual course space to be observed which makes up an instructional segment that the instructor is responsible for creating (e.g., LMS/Apps video lectures, text, activities, discussion boards, instructor feedback (automated or individualized)).

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Instructor's goals for the class being observed:

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The instructor asks the observer to pay special attention to:

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Observation Notes

Characteristics of Teaching Excellence	Lecture Time / Virtual Space	Descriptive Notes	Notes or Questions
Design - Learning objectives are clear, measurable, and aligned with assessment - Content is organized logically and at appropriate student level - Students have choice in how they will access content - visual, auditory, and motor control (UDL) Delivery - Content is communicated clearly and personal directed - Active learning is used and aligned with learning objectives - Technology supports instruction - Multiple engagement strategies are used (UDL) - Student interactions are monitored and facilitated - Students are asked to reflect on their learning - Timely feedback is provided for student work / assessment Inclusiveness - Safe and welcoming environment is promoted - Students have choice in how they demonstrate learning (UDL) - Every student's presence and participation is valued - Content is culturally / demographically diverse			

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Observation Summary

(Refer to instructor's observation goals and specific details from pre-observation notes in addition to your observations)

Post-Observation

Follow-up meeting time and place: _____