

Post-Observation Meeting Form

Instructor Name:

Date and Time:

Course Title:

Course Number:

Course Level:

Instructional modality:

These questions are designed to support your reflection after a class session and guide a constructive conversation with your observer.

1. What are some things that went smoothly or worked well during the class? What made you feel that way?
2. Were there any moments that did not go as you expected? What lead you to that conclusion?
3. Were your students able to achieve the learning outcomes you set for this class? What did you see?
4. Is there anything you want to try differently next time? Why do you think so?
5. After reviewing the observation summary, what feels worth discussing further with your observer?