

**University of Florida College of Journalism and Communications
Online Teaching Observation Form**

Candidates will be observed in the online classroom environment by three faculty members. This observation serves as one part of many in the evaluation process in the area of teaching. To produce the evaluation, observers should be provided with and evaluate course materials relevant to the evaluation. These materials should include the syllabus and may include sample digital resources for the class such as lesson plans, assignments, readings, and/or examinations. Observers are expected to select one class period (or week/module) in the online class to review. Additionally, observers should be granted access to the instructor's Canvas shell, URL, etc.

Name of Candidate:

Date Visited:

Name of Observer:

Name of Course:

*Please rate the instructor using a 1-10 scale, where 1=needs improvement and 10=excellent **CJ=cannot judge***

Area 1: Content

- _____ The candidate demonstrates command of the course material.
- _____ The course material is specific.
- _____ The course material is well-organized.
- _____ The candidate makes the material clear for students.
- _____ The candidate makes the material compelling for students.
- _____ The candidate engages with course content in a variety of ways (e.g., projects, discussions, small groups, etc.).
- _____ Course materials are curated for posting and content is explained.
- _____ Lectures, readings, etc. are posted and easily accessible.

Comments:

Area 2: Student Interaction

- _____ The candidate creates an atmosphere that makes for a positive learning experience.
- _____ The candidate responds appropriately to student questions and comments.
- _____ The candidate encourages critical thinking and analysis.

_____ The candidate has various means of communicating with students (e.g., announcements, discussion boards, live conferences, video conferences).

_____ The candidate gives timely, individual and meaningful feedback on assignments.

Comments:

Area 3: Innovation/Style/Technique

_____ The candidate demonstrates enthusiasm for the subject matter.

_____ The candidate has established a style of presenting and organizing material that is conducive to student learning.

_____ The candidate employs techniques and teaching innovations that enhance the learning experience (e.g., online videoconferencing, shared documents, etc.).

Comments:

OVERALL IMPRESSION OF TEACHING EFFECTIVENESS

Strengths:

Areas for Improvement:

Additional Comments: