

Form to be Observed, Fall 2009/Spring 2010

TA's Name _____
Please print neatly (first name) (last name)

Case ID _____ UNIV 400A ____ UNIV 400B ____ Semester Enrolled Fall ____ Spring ____

Class _____ Date _____ Time _____
Please include the course number

Observer: _____

Observer's signature: _____

If you choose to be observed or be videotaped, please contact Judith Olson-Fallon at 368-8825 or at jko2@case.edu by Friday, September 11, or Friday, January 22, to arrange the observation. Judith or a Mentor TA will observe you for at least one hour in your TA setting. Following the observation, you will set a short appointment with the observer, who will discuss what went well and what could be enhanced. **Finally, please write a brief report** about the observation and feedback (see below). This form and your report should be turned in at the Observation seminar that you attend.

At the Observation Follow-up Seminar, you will discuss your experience and submit:

1. **This form, completed by the person who observed you in your classroom or lab**
2. **A one-page reflective report, answering the questions on this form**

To be completed by the observer

What Went Well During the Observation:

What Could Be Enhanced:

To be completed by the Teaching Assistant

Please attach a one-page report answering these questions:

Based on the observer's feedback and your own feelings regarding the observation, what are your plans to enhance your teaching process? How will you accomplish your plans?