Guidance for completion
1. Complete yearly (as a minimum)
2. Peer observers can be an individual (not always the same profession) at the same or above grade with an involvement in education

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### Classroom teaching – Best practice checks

**Planning ahead.** Overview of session. Suitability of the aims and learning outcomes. Advance communication with students. Continuity with previous sessions and with students’ prior knowledge.

**Start of session, setting objectives.** Structure and learning objectives made clear. Inclusion of students in checking suitable objectives. Setting appropriate tone for the session.

**Presentation.** Structure of session. Clarity of presentation. Delivery and pace. Emphasis of key points. Use of summaries. Voice (speed, volume etc). Development of content and integration with overall unit and programme.

**Student Participation.** General atmosphere in session. Student involvement. Management of teaching session as it takes place. Interaction between tutor and students, and among students. General attitude to students. Awareness of individual needs.

**Use of appropriate methods and approach.** Choice of teaching and learning activities. Use of handouts, board, OHP, flipchart and other teaching media. Use of ICT. Use of examples, case studies, student experience, etc. Appropriate reinforcement and feedback. Awareness of and links to research.

**Outcomes.** Were the learning outcomes for the session achieved? How relevant were the chosen activities to achieving these outcomes? Were the resources (including technology and accommodation) appropriate for achieving the outcomes? Setting appropriate self-directed learning, additional tasks to enhance learning.

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**Type of teaching observed:**

- Clinical skills
- Sim scenario
- Lecture
- Small group
- Workshop
- Other

**Development request:**

- Lesson planning
- Facilitation skills
- Presentation skills
- Other

- We will get in touch to arrange

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**Please keep in your portfolio and take to appraisal**
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**Peer observation of classroom teaching**

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Training and development  
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