

TL ACTIVITY \_\_\_\_\_ NAME OF  
 LAB INSTRUCTOR \_\_\_\_\_ TEACHER \_\_\_\_\_  
 DATE \_\_\_\_\_ TOPIC \_\_\_\_\_  
 TIME \_\_\_\_\_

**Check either Satisfactory (SAT) or Needs Improvement (NI)**

**RATING SCALE:**  
 4= Above Average  
 3= Average    2= Below Average  
 1= Needs Help

**VOICE/SPEECH PATTERNS:**

**LESSON ORGANIZATION:**

**SAT NI**

- \_\_\_ \_\_\_ **Volume:** Voice projected to be heard clearly
- \_\_\_ \_\_\_ **Pronunciation:** Words are pronounced correctly
- \_\_\_ \_\_\_ **Grammar:** Speech is grammatically correct
- \_\_\_ \_\_\_ **Avoids Distracters:** Does not over-use certain words, phrases, or laughter
- \_\_\_ \_\_\_ **Rate of Speech:** Appropriate, not too fast or too slow

- \_\_\_ **Introduction:** Gets attention and establishes set effectively
- \_\_\_ **Preparation:** Lesson neatly typed and sufficiently detailed
- \_\_\_ **Rehearsal:** Presentation of lesson displays thorough evidence of rehearsal
- \_\_\_ **Enthusiasm:** Maintains interest and attention through enthusiasm
- \_\_\_ **Reinforcement:** Gives varied and appropriate encouragement to students
- \_\_\_ **Examples:** Utilizes concrete illustrations that make content relevant
- \_\_\_ **Organization:** Flows smoothly and has logical sequence
- \_\_\_ **Clarity:** Key concepts, data, and skills clearly explained and repeated adequately
- \_\_\_ **Participation:** Achieves active and worthwhile student involvement in lesson
- \_\_\_ **Closure:** Smooth ending by appropriately engaging students in summary of lesson
- \_\_\_ **Time:** Manages effectively

**NONVERBAL COMMUNICATION:**

- \_\_\_ \_\_\_ **Facial Expressions:** Convey interest and enthusiasm !!!
- \_\_\_ \_\_\_ **Eye Contact:** Maintains eye contact with all students
- \_\_\_ \_\_\_ **Professional Demeanor:** appropriate actions and dress are maintained to uphold professionalism

**AREAS OF STRENGTH:**

**AREAS NEEDING IMPROVEMENT**

## Voice and Speech Rubric

Area	Concentration	Unacceptable	Acceptable	Target
<b>Voice/Speech</b>	Volume	Low, inaudible, or monotone. Lacks expression	Some variation of pitch & volume, audible	Wide range of pitch & volume, Varies expression
	Pronunciation	Pronounced dialect, missing endings on words mumbles, nasal tone	Most words pronounced correctly w/ few mistakes	No discernable dialect, or pronunciation problem.
	Grammar	Speech is grammatically incorrect	Speech has few grammatical errors	Speech is grammatically correct.
	Avoids Distracters	Over-use of certain words (umm) or use of slang words	Has some use of slang words	No use of slang words or overuse of certain words
	Rate of Speech	Talks too fast or slow throughout entire performance.	For the most part of the performance maintains rate	Appropriate rate of speech throughout entire performance.
<b>Nonverbal Communication</b>	Facial Expression	Does not convey interest or enthusiasm on lesson through facial expression	Uses some varied facial expression to convey interest in lesson.	Conveys a high amount of interest in the lesson thru varied facial expression.
	Eye Contact	Uses printed lesson plan or faces blackboard throughout performance.	Maintains eye-contact with students throughout most of performance	Maintains eye-contact w/ student throughout entire performance.
	Professional Demeanor	Is inappropriate attired (jeans, etc.) &/or treats students as peers or inappropriate age level. Misses classes or late.	Is appropriate attired & maintains professional attitudes toward students. May miss a class but calls.	Is appropriate attired & maintains professional attitudes toward students. Attends all classes.
	Enthusiasm	Students appear uninterested or bored	Students show some interest	Students appear aptly interested in lesson.

## Lesson Presentation Rubric

Area	Unacceptable	Acceptable	Target
<b>Introduction</b>	Attention-getter needed	Stimulates some interest in preceding concepts.	Gets attention & establishes set effectively
<b>Preparation</b>	Typed lesson not turned in for checking, and /or lacks detail	Lesson typed, turned in for checking & contains sufficient detail	Lesson typed, turned in for checking & contains elaborate detail for understanding.
<b>Rehearsal</b>	Lesson needs practice	Lesson shows evidence of practice.	Lesson shows evidence of elaborate practice.
<b>Reinforcement</b>	No feedback to students	Appropriate feedback to students	Varied & appropriate feedback to students.
<b>Examples</b>	No use of concrete illustrations	Some use of concrete illustrations	Concrete illustrations make content relevant.
<b>Organization</b>	Lesson is illogical or lacks flow.	Lesson appears logical & has a sense of flow.	Lesson has a logical sequence & flows smoothly.
<b>Clarity</b>	Key concepts not adequately explained	Key concepts adequately explained w/ some repetition.	Key concepts adequately explained with repeated repetition
<b>Participation</b>	Lack of student involvement or it lacks meaning.	Some active student involvement that has a connection to concept.	Frequent active student involvement that clarifies concept meaning.
<b>Closure</b>	Disruptive or lack of ending.	Uses summary to end lesson.	Uses summary to end lesson smoothly.
<b>Time</b>	Lesson runs over time or under time limit	Lesson presentation is close to length of allotted time. (10/20 minutes)	Lesson presentation is on time for allotted time. (10/20 minutes)

PEER OBSERVATION FORM

NAME \_\_\_\_\_ DATE \_\_\_\_\_

Please comment on the following in the space provided.

**PRESENTATION:** Supply three to five suggestions or constructive criticisms for the teacher in regard to his/her preparation; evidence of rehearsal; organization of the lesson; the teacher's spoken voice; conciseness of instructions and inclusion of all stated objectives for the lesson.

- 1.
- 2.
- 3.
- 4.
- 5.

**CONTENT:** Comment and make suggestions regarding the appropriateness of the teaching activities and terms for the stated age/grade level. Did the teacher vary the activities that involved active participation? Specify how the teacher used questioning that involved some thinking at higher, more critical levels. Mention if you noticed whether or not the teacher and/or students reviewed the concept throughout the lesson and especially during closure.

- 1.
- 2.
- 3.
- 4.

**ADDITIONAL COMMENTS:**

## Self Evaluation Form

Name: \_\_\_\_\_ Lesson: **1 2 3 4**  
Date: \_\_\_\_\_

- After watching your videotaped lesson, please comment on the following areas:

**Preparation** (prepared with (1) a neat, well-detailed lesson plan (2) video tape (3) self-evaluation form previous lesson):

**Presentation** (audible speech; precise instructions; steady eye contact; purposeful movement about the room; faith in students' ability to learn; immediate, specific feedback; calling students by name):

**Content** (activities and terms were age/grade appropriate; varied, meaningful activities that involved active participation; questioning involved some high-level thinking; teacher and students reviewed throughout lesson and during closure):

### Additional questions:

1. Did I have a clear goal for the lesson? What was the specific goal?
2. Was the goal important? How do I know?
3. Was my learning activity consistent with the goal?
4. What examples or illustrations would have made the lesson clearer?
5. What could I have done to make the lesson more interesting?
6. How do I know if the students understood what I taught? A better evaluation?
7. Overall, what would I do differently to improve the lesson the next time?