TMCC
Truckee Meadows Community College

Vice President of Academic Affairs

OBSERVATION OF WEBLIVE TEACHING EFFECTIVENESS

Overview: WebLive courses may include fully synchronous teaching (holding live classes during all scheduled class times), or a mix of synchronous and asynchronous teaching (live classes during at least one of the scheduled class times per week). Because WebLive teaching integrates elements of "in person" and "web" classes, this course observation integrates the observation of the "live" piece, as well as the "web" support components. Examples are only meant to help the evaluator understand the criteria, not every example must be met.

Instructions: Conduct observation. Complete this form. Share results of observation with the instructor. File this completed form with appropriate Dean's office.

Instructor	Course	Semester/Year

Instructor is: ☐ Full Time ☐ Part-time	Instructor was informed in advance of the timing of this observation ☐ Yes ☐ No

Observer Name	Observation Date

What stood out about how the instructor taught this class? (For example, course design, variety or pacing of instruction, clarity, content knowledge, instructor-student interaction, use of technology).

What specific things do you believe might be done to improve the instructor's teaching?

Additional Comments

Criteria	Evaluation
A *"Getting Started" module is available and has clear instructions on how the WebLive method will work for this particular class. For example, syllabus includes this information; navigational instructions are present; class outline is presented; methods of instruction are clearly outlined. College resources/links are provided, such as Web College, IT, DRC, Tutoring, Counseling, Library, etc. Netiquette expectations with regard to behaviors while in session and in posting to discussions are clearly stated.*	☐ Excellent ☐ Commendable ☐ Satisfactory ☐ Unsatisfactory
Comments and examples to support rating	
Class session expectations are communicated. For example, identifying topics to be covered, class outcomes, class participation expectations.	☐ Excellent ☐ Commendable ☐ Satisfactory ☐ Unsatisfactory
Comments and examples to support rating	
Instructor demonstrates teaching that promotes student learning. For example, uses a variety of instructional methods; responds to wrong answers constructively; encourages engagement of students into the activities/discussion and prevents some students from dominating; uses active learning strategies like polling, discussions, group work; allows adequate time when asking questions, refrains from answering own questions, and asks probing questions when student answers are incomplete.	☐ Excellent ☐ Commendable ☐ Satisfactory ☐ Unsatisfactory
Comments and examples to support rating	

Instructor demonstrates content expertise. For example, uses current research in the field; communicates the reasoning process behind operations and/or concepts; distinguishes between fact and opinion; cites resources and authorities to support statements.	☐ Excellent ☐ Commendable ☐ Satisfactory ☐ Unsatisfactory ☐ N/A

Comments and examples to support rating

Course content is current, relevant, and based in sound pedagogy/theory/practice.	☐ Excellent ☐ Commendable ☐ Satisfactory ☐ Unsatisfactory

Comments and examples to support rating

Instructor communicates ideas and concepts clearly. For example, notes and explains new terms/concepts; uses examples to explain content; relates new ideas to familiar concepts; repeats complex information; varies pace and tone of speech; presents in a style that facilitates note-taking.	☐ Excellent ☐ Commendable ☐ Satisfactory ☐ Unsatisfactory

Comments and examples to support rating

Instructor uses appropriate technology. For example, integrates support items such as PowerPoint, Excel, drawing tools, polling, videos, sharing screen.	☐ Excellent ☐ Commendable ☐ Satisfactory ☐ Unsatisfactory

Comments and examples to support rating

Please complete the following:	
Instructor is online at class start time	☐ Yes ☐ No
Able to hear instructions clearly	☐ Yes ☐ No
Syllabus is available and up to date	☐ Yes ☐ No

Instructor's Comments

Signatures		
Instructor's Signature indicating that the instructor has read this observation	I have read this observation ☐ Yes	Date
Observer's Name		
Observer's Signature	I did this observation on the date listed at the top of the form ☐ Yes.	Date

If needed, please use this page for additional comments.

Instructor	Course	Semester/Year
Observer Name		Observation Date

Additional Comments