

## OBSERVATION OF ONLINE INSTRUCTION REPORT

INSTRUCTOR: \_\_\_\_\_ OBSERVER: \_\_\_\_\_

COURSE: \_\_\_\_\_ DATE(S): \_\_\_\_\_

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DIRECTIONS: *Choose the appropriate number of each item evaluated. Comments should detail specific items in support of your numerical assignment.*

1. **SUBJECT MATTER CONTENT**      5      4      3      2      1

- 5      The instructor demonstrates breadth and depth in the subject matter content.
- 3      The instructor demonstrates adequate knowledge of the subject matter content.
- 1      The instructor demonstrates inadequate knowledge of the subject matter content.

COMMENTS:

2. **NAVIGATION**      5      4      3      2      1

- 5      The course website is easy to navigate with clear instructions that effectively guide student participation. Resources to supplement student learning and assist with technology troubleshooting are easy to find and use. Accessibility issues are addressed throughout the course.
- 3      Course navigation is adequate; revision is encouraged.
- 1      Course navigation needs improvement.

COMMENTS:

3. **LEARNING OUTCOME ALIGNMENT**      5      4      3      2      1

- 5      Learning activities align with the course's learning outcomes. Coursework prepares students to demonstrate achievement of the course's learning outcomes. Assessments measure student achievement of the course's learning outcomes.
- 3      Alignment is inconsistent; revision is encouraged.
- 1      Alignment of coursework with student learning outcomes needs improvement.

COMMENTS:

4. **STUDENT ENGAGEMENT**      5      4      3      2      1

- 5      Plentiful student engagement in course learning activities is evident. Students interact regularly (synchronous and asynchronous) with the instructor and fellow students. Prompt feedback on student work encourages self-assessment and improvement.
- 3      The level of student engagement is adequate; revision is encouraged.
- 1      The level of student engagement needs improvement.

COMMENTS:

5. **TEACHING METHODS**      5      4      3      2      1

- 5      Course activities stimulate interest and appeal to varied ways of learning. Learning activities encourage application of skills and knowledge through active learning, critical thinking, and problem solving. Teaching methods and materials are appropriately rigorous for the instructional level. Effective technological teaching tools are utilized.
- 3      Teaching methods are adequate; revision is encouraged
- 1      Teaching methods need improvement.

COMMENTS:

6. **PRESENTATION**      5      4      3      2      1

- 5      Syllabus, orientation materials, instructions in the use of technology tools, and other essential course information is easy to comprehend and follow. The instructor communicates clearly and precisely in textual, audio, and visual messages and presentations. Delivery of course content appeals to varied learning styles. Reasonable accommodations are provided to students with disabilities.
- 3      Presentation is adequate; revision is encouraged.
- 1      Presentation methods need improvement.

COMMENTS:

7. **TEACHING PERSONA**      5      4      3      2      1

- 5      The instructor projects a fair, self-confident teaching persona through textual, auditory, and visual media. The instructor shows enthusiasm for the course subject matter. The instructor conveys high expectations, balancing rigor with motivation and encouragement. The instructor models respectful communication with sensitivity to student diversity.
- 3      The instructor projects an adequate teaching persona, adjustments are encouraged.
- 1      The instructor's teaching persona does not effectively encourage achievement of course learning outcomes.

COMMENTS:

8. **LEARNER SUPPORT AND RESOURCES**      5      4      3      2      1

- 5      Exemplary: Course contains extensive information about being an online learner and links to campus resources; provides a variety of course-specific resources, contact information for instructor; offers access to a wide range of resources supporting course content.
- 3      Adequate learner support and resources are available; adjustments are encouraged.
- 1      Learner support and resources need improvement.

COMMENTS:

9. OVERALL EFFECTIVENESS      5      4      3      2      1

**COMMENDATIONS:**

**SUGGESTIONS:**

The instructor's signature on this document indicates their awareness of the above report and not necessarily concurrence with this evaluation.

\_\_\_\_\_  
Instructor's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Observer's signature

\_\_\_\_\_  
Date