

Peer observation at a glance



What to look for when giving feedback

Pre-observation

Arrange a meeting in advance of the observation

Discuss the focus of the observation



Communication

Is the pitch, pace and volume of voice appropriate for the environment?

Is body language positive? Do gestures, facial expressions and posture encourage student engagement?



Presentation/ delivery

Is language accessible for all students?

Are there clear links to previous work?

Are explanations clear and coherent?

What teaching methods are being employed?

How are key points summarised?



Impact of learning space

Is the space appropriate for the cohort and nature of the session?

How is the space being used?



Questioning

What type of questions are being used?

What's the balance of open and closed questions?

Are recall / process questions used?

Are there any TEL tools in use to facilitate anonymous responses?

Is there strategic questioning to assess student understanding?



Future development

Discuss ideas and issues for improving teaching

Consider areas for further exploration



Timings

How has the session been structured?

How much time is spent with individuals/ small groups/ whole cohort?

Has time been allocated for gauging student understanding?



Use of Technology

Has technology been utilised effectively?

How is technology being used to promote student participation?



Supporting materials

Do resources benefit all students, regardless of identity and background?

Is material clearly structured and easy to navigate?

Are supporting materials up-to-date?



Student engagement

Do students respond when prompted?

Are there opportunities for student questions?

What strategies are used for gaining attention and maintaining engagement?

What are the lecturer/student interaction patterns?



Time for reflection

Self-reflection on how the session went

Evaluation of the effectiveness of the session



Feedback

Observer to give specific feedback relating to pre-agreed focus

Offer advice where appropriate



Working together to enable teaching development through discussion and reflection



Want to learn more about the Peer Observation process?
Contact SALT

<https://salt.swan.ac.uk>



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