



## Peer Coaching Program Worksheet

Instructor Name: \_\_\_\_\_ Peer Observer: \_\_\_\_\_

Teaching Setting: \_\_\_\_\_ Focus of Evaluation: \_\_\_\_\_

General information (date, time, type of learners, room layout, etc.):  
\_\_\_\_\_

Learning Climate	Observations
Stimulates learners (enthusiastic, animated, use of body language)	
Involves learners (looks and listens to learners, encourages participation)	
Respect and comfort of learners (uses learners' names, allows expression of opinions, avoids ridicule or intimidation, admits limitations)	

Structure of Session	Observations
Focus of session (sets agenda, defines and prioritizes goals, states learning objectives)	
Pace of session (starts on time, covers all topics, finishes on time)	

Promotion of Understanding	Observations
Organization of materials (uses overviews and summaries; transitions well between topics)	
Emphasis (varies voice quality and speed; uses repetition and visual aids effectively; emphasizes and reviews important points)	
Clarity (uses examples, explains relationships, encourages questions)	
Fosters active learning (provides a chance for skill practice, and application of material)	
Explicitly encourages further learning and defines approaches/resources (readings, consultants, internet)	

Evaluation and Feedback	Observations
Uses effective questioning techniques to assess learners' knowledge, skills, and attitudes	
Provides learner with feedback (provides positive and corrective feedback, develops action plan with learners)	
Learner able to provide feedback on instructor's effectiveness as educator (written, oral, formal, informal)	

<u>Optional Meeting Logistical Items</u>	Comments
Should this topic be repeated at future meetings?	
Did the teacher follow the intended learning objectives and timeline?	
Did you feel there was commercial bias or any conflict of interest?	
Were there any audio/visual, room setup or comfort issues (temperature, lighting, seating)?	

## Instructor Debriefing

### I. Teaching Strengths:

- 1.
- 2.
- 3.

### II. Recommendations for improvement:

- 1.
- 2.
- 3.

### III. Plans for improvement:

- 1.
- 2.
- 3.