

Accreditation Code:

Classroom Observation

(Form O_TE)

Revised - Implemented on Accreditation Requests Received from

January 1st, 2026

Name of Evaluator:

Name of Institution:

Name of program:

Date:

Accreditation Code:

GUIDELINES

This observation tool consists of four sections and must be completed in all aspects.

- Section I** records types of classroom interactions (teacher/student) using a structured tally method.
- Section II** evaluates the teaching methods used, their appropriateness, and effectiveness.
- Section III** assesses strategies that promote critical thinking and problem-solving, rated for relevance and innovation.
- Section IV** review classroom conditions that support student engagement, including motivation, flexibility, and inclusivity.

Coordinate the Institutional Accreditation Committee and ask them to arrange your meeting with the teacher educators whose class you plan to observe. Meet the concerned teacher educators before class ask and record the initial information. Request permission to observe

Enter the classroom for observation and select an appropriate place to sit, remain in the classroom and let the teacher start his / her lesson in routine way. This will give teacher educators and prospective teachers a chance to get used to your presence. This is the rapport-building period.

Section I: The table shows 14 types of interaction and class period is divided in 20 minutes slots, each of 1 minute.

Observe the teaching learning process carefully till the end of the class to identify each verbal interaction in the class between teacher educator and prospective teachers and among prospective teachers. Each interaction is defined by any verbal exchanges between the teacher educators and prospective teachers or among prospective teachers within a time slot of 01 minute. Tally the number and types of interaction held, and record in the relevant box after every 15 seconds.

Section II,III & IV: will be completed just after the end of the class. You are requested to reflect on the classroom observation and make against the methods teacher had used in the class during teaching learning process. The next activity is to evaluate the appropriateness and effectiveness of the used methods on rating scale.

Accreditation Code:

General Information

Name of the Teacher.....

Name of the Course and semester.....

Topic: _____

Duration of the Period..... Start..... End.....

Accreditation Code

Section I: Classroom Interaction

The class period has been divided into multiple slots, each of one minute. The observer is required to "mark tallies" (III) in the cell against the types of interactions observed after an interval of 15 seconds. (Each minute would have 4 tallies within box/within column)

No	Types of interaction:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	Total	
Teacher Activity	1 Describing & explaining content <small>O_TE_1</small>																						
	2 Accepting and using students' Ideas <small>O_TE_2</small>																						
	3 Questioning <small>O_TE_3</small>																						
	4 Providing feedback to students <small>O_TE_4</small>																						
	5 Giving directions <small>O_TE_5</small>																						
	6 Encouraging and motivating students <small>O_TE_6</small>																						
	7 Answer by teacher <small>O_TE_7</small>																						
	8 Criticizing <small>O_TE_8</small>																						
Students Activity	9 Answers by students <small>O_TE_9</small>																						
	10 Questions by students <small>O_TE_10</small>																						
	11 Spontaneous talk <small>O_TE_11</small>																						
	12 Students' individual work <small>O_TE_12</small>																						
	13 Peer discussion <small>O_TE_13</small>																						
	14 Presentation by students <small>O_TE_14</small>																						

Total=80

Section II: Instructional Methods & Strategies

Accreditation Code

Tick mark the instructional procedures & methods and mark on the scale the extent to which the method used by the teacher educators during class observation.

No	Methods	Frequency of Use (Low/Med/High)	Appropriate						Effective					
			5	4	3	2	1	0	5	4	3	2	1	0
1	Lecturing O_TE_16	1 2 3												
2	Discussions O_TE_17													
3	Demonstrations O_TE_18													
4	Project Method O_TE_19													
5	Group work O_TE_20													
6	Inquiry Method O_TE_21													
7	Discovery Method O_TE_22													
8	Blended learning O_TE_23													
9	Flipped classrooms O_TE_24													
10	AI-assisted methods O_TE_25													
11	Use of Ed-tech tools O_TE_26													
12	Any Other..... O_TE_27													

Section III: Pedagogical Approaches for Higher-Order Thinking

Tick mark (√) the pedagogical approaches & strategies used by the teacher educator to promote analytical/ critical thinking & problem-solving skills during classroom teaching? How far this/ these were relevant & innovative? Mark the extent on the given scale.

No	Approaches	Frequency of Use (Low/Med/High)	Relevant						Innovative					
			5	4	3	2	1	0	5	4	3	2	1	0
1	Hands on experiences O_TE_31													
2	Student role playing O_TE_32													
3	Comparing & contrasting O_TE_33													
4	Inviting examples & illustrations O_TE_34													
5	Student-led discussion O_TE_35													
6	Real-world applications O_TE_36													
7	Research tasks O_TE_37													
8	Summarizing & interpreting activities O_TE_38													
9	Extrapolating (predicting outcomes) O_TE_39													
10	Synthesizing activities O_TE_40													
11	Evaluating O_TE_41													
12	Critical Thinking Prompts O_TE_42													
13	Others..... O_TE_43													

Accreditation Code

Section IV: Classroom Environment and Conditions

First Mark (√), Which of the following conditions were created in the classroom by the teacher educator and then mark (√) their extent on the given scale. Rate the impact of each condition on student engagement.

No	Classroom Conditions	Present (√)	Conditions Created					Impact on Engagement					
			5	4	3	1	0	5	4	3	2	1	0
1	Encouraging <small>O_TE_48</small>												
2	Motivating <small>O_TE_49</small>												
3	Innovative <small>O_TE_50</small>												
4	Flexible <small>O_TE_51</small>												
5	Reflective & thought-provoking <small>O_TE_52</small>												
6	Challenging <small>O_TE_53</small>												
7	Creative <small>O_TE_54</small>												

Observer Summary

Strengths Observed:

Areas for Growth:

Overall Impressions:

Recommendations:
