**Peer Enrichment of Teaching Option 1**

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| Observer Record of a Teaching Session  ***PRIVATE AND CONFIDENTIAL*** *– This part to be completed by the observer before/during/after the observation session* | | |
| *School:* | | |
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| *Name of Lecturer/tutor:* | *Name of Observer:* | |
|  |  | |
| *Degree programme:* | | *Date:* |
|  | |  |
| *Module Title:* | | *Year of programme / study:* |
|  | |  |
| *Topic / Title of session and type of activity:* | | *Number of Students present:* |
|  | |  |
| **Comment / take reminder notes on the following aspects of the session:** | | |
| ***Preparation and Planning*** *(these comments might be made by inference from how the session went, and/ or preferably as a consequence of the pre-session meeting)* | | |
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| ***Start of the session*** | | |
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| ***Explanation of the topic/session material*** | | |
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| ***Delivery of the session*** | | |
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| ***Student participation*** | | |
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| ***Finishing the session*** | | |
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| **Queries, discussion points and comments to be raised during the debriefing / follow-up session** | | |
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| **Peer Enrichment of Teaching** – Lecturer / Tutor Record of an Observed Teaching Session  ***This part is to be completed jointly by both participants, after the session and post-observation discussion has taken place (although section A may be completed beforehand).*** | | |
| *School:* | | |
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| *Name of Lecturer/tutor:* | *Name of Observer:* | |
|  |  | |
| *Degree programme:* | | *Date:* |
|  | |  |
| *Module Title:* | | *Year of programme / study:* |
|  | |  |
| *Topic / Title of session and type of activity:* | | *Number of Students present:* |
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| **A. BEFORE THE SESSION** | | |
| *What are the aims of the session? What do I intend to do and how does it relate to the rest of the course / module?* | | |
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| *What are the learning objectives for this session? What do I want the students to achieve? By the end of the session, the students should have learnt/know/be able to do the following.* | | |
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| *Rationale (Why I am doing it this way; How the student group / background / experience has impacted my choices; On which educational theory / ideas from the programme, advice from colleagues, feedback from students, feedback from previous observations, I am basing my practice.)* | | |
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| **B. AFTER THE OBSERVATION SESSION: REFLECTION** | | |
| *What do I feel went well? Why did it go well? How could I extend this element of my teaching to other sessions / courses / interactions with students?* | | |
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| *On reflection, what do I feel could have gone better? Why do I think it did not go as well as hoped / expected? Is there anything I can try doing to help this type of event go better in future?* | | |
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| *If there are some elements apparently outside my control, who might be able to influence these, and how?* | | |
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| *Any other comments?* | | |
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