



**PROMPT – Lecture Observation Feedback Form**

**Observer:** \_\_\_\_\_ **Teacher:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<p><b>Establishes the Learning Environment</b>  <i>eg. takes time to check in/connect with learners prior to start and after, reinforces relevance, encourages questions, acknowledges when doesn't know answer, actively listens to learners, uses humour appropriately, sets expectations for group interaction, gives learners time organize thoughts and respond</i></p>	<p>Comments/Observations: (include actions to continue, stop, start/adapt/grow)</p>
<p><b>Promoting Learners' Engagement</b>  <i>eg. relaxed tone, enthusiasm, demonstrating genuine interest in topic, approachability, uses questions for clarification or to probe reasoning – using cases, audience response technology, etc., provides real-life examples, opportunity to practice.</i></p>	
<p><b>Method of Teaching</b>  <i>eg. manages amount of content, effective use of visuals/presentation software, appropriate level of learner, models and encourages critical thinking, uses examples related to learners' experience and knowledge.</i></p>	
<p><b>Managing the Session</b>  <i>eg. clear learning objectives, aware of content taught before and after session, organized, good tone, volume, and body language, time used efficiently.</i></p>	
<p><b>Feedback</b>  <i>eg. Solicits and provides <b>T</b>imely, <b>A</b>ppropriate, <b>C</b>onstructive and <b>T</b>houghtful feedback that facilitates growth and application (<b>TACT</b>) (informational not judgmental, "consider..." rather than directive, provide options) where possible</i></p>	