

General Observation of the Lesson

		COMMENTS
1		CLEARNESS OF AIMS
		LESSON PLAN
	PREPARATION	MATERIALS/AIDS
		CLASSROOM LAYOUT
2	SUITABILITY OF MATERIALS	
3	ACCURACY OF TEACHER'S LANGUAGE	
4	INSTRUCTIONS	
5	PRESENTATION OF NEW LANGUAGE	
6	CHECKING UNDERSTANDING	
7	CORRECTION	
8	USE OF MATERIALS AND AIDS	
9	STAGING	
10	VARIETY	
11	PACE	
12	STUDENTS' PARTICIPATION	
13	RANGE OF TEACHING TECHNIQUES	
14	VOICE	
15	BODY LANGUAGE/EYE CONTACT	
16	ENCOURAGEMENT	
17	GROUP DYNAMICS	
18	ACHIEVEMENT OF THE AIMS	

From "The Mentor's Portfolio". The Project of the British Council and the Romanian Mentor's Association

Evaluation point	Weak	OK	Good	Comments
Lead in to a lesson	1 2	3	4 5	
Timing for each stage	1 2	3	4 5	
Timing and pace within each stage	1 2	3	4 5	
Clear movement from one stage to the next	1 2	3	4 5	
Instructions in all stages	1 2	3	4 5	
Logical progression for the type of a lesson	1 2	3	4 5	
Blackboard work at appropriate time in different stages	1 2	3	4 5	
Balance and variety of activities	1 2	3	4 5	
Balance of teacher-students/student-student interaction	1 2	3	4 5	
Lead out	1 2	3	4 5	