**Lesson Observation for CET Job Shadowing**

* *This is a sample form only. You may modify according the needs of the lesson.*
* *Form is to be circulated via email for comments.*
* *Completed form is to be sent to Reporting Officer and Course Manager.*

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| **Staff Name** | Teo Kok Keong | **Observer’s Name** | Luke Van |
| **Date of Observation** | 15 November, 2018 | **Time & Duration** | 7pm – 10pm (3 hrs) |
| **Course Title** | **Engineering Analytics and Machine Learning** | | |

| **Areas of Observation** | **Staff’s Reflection** | **Observer’s Comments** |
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| **Introduction**   * Establish contact, gains attention of learners * Review of previous lesson * Provide an overview of current lesson * State learning outcomes of current lesson | * Prepared well for the lesson. * This is the final lesson of Data Analytic Process. * Reviewed the overall Data Analytic Process with mapping to corresponding Seminars/Labs and what they have learnt so far in each process (Seminar 5, slide #1). * Provided an overview of Data Visualization (Seminar 5, slide #2). * Stated the learning outcomes (Seminar 5, slide #4)   I thought it was a good introduction that gave the students a review of what they have done in the first 4 lessons and what to expect in the 5th and final part of Data Analytic Process. This has set a good stage for course delivery. Students were attentive. | * Luke is able to gain attention of learners * He also reviewed previous lesson and give an overview of the lesson he would be covering. * Learners were briefed on the learning outcome of the lesson |
| **Course Delivery**   * Systematic content * Appropriate examples * Checks for understanding * Opportunities for participation, application of learning * Pace of lesson * Pitches content at the appropriate level | * Content of Seminar 5 and Lab 5 was arranged coherently and systematically from simple to more advanced concepts of data visualization and plotting using Matplotlib. * Appropriate examples were given in Seminar 5 and demonstrated using Python in Jupyter Notebook. Supplement teaching materials/videos were also provided to help in the understanding of the contents/concepts (Seminar 5, slide #8, #10). * Students were given opportunities to participate and ask questions to clarify doubts. * The students were given time to go through the worked examples. They were also given guidance throughout the lab exercises to make sure they have the right knowledge to solve the problems, especially for weaker students, while not giving too much guidance to the better ones. * Students were very engaged in the lab work and discussion, especially the data visualization in 4 dimensions using color, size with 2 dimensional plane. * With guidance given, the content was pitched at the right level and all completed the lab 15 minutes before the end of the lesson.   There are rooms to improve but I thought Seminar 5 and Lab 5 was conducted well. Through observation, I sensed the students felt the sense of satisfaction at the end of the lab as they could understand and did the lab well. | * Luke covered the material systematically as planned in the material. * He also used appropriate example to enhance the understanding of learners. * He was also constantly checking the understanding of the learners and adjusted his pace accordingly. |
| **Consolidation**   * Summarises key learning points * Makes references to next lesson * Closure of lesson | * Students completed the lab but there was no summary of key learning points given. * No references to next lesson were made.   I think the consolidation part was not done because it was not planned for it in the lesson plan. I need to intentionally plan it in next time as it does not yet come naturally for me. | * The consolidation part was not in the plan as such Luke didn’t make an intentional closure. |
| **Learners’ Engagement**   * Able to capture learners’ attention and interest. * Facilitates learners’ participation through questions, discussions. * Draws on learners’ experiences, practices and challenges. * Encourage learners to share and learn from each other. | * Students paid close attentions in seminar and were engaged in doing lab activities. * The problems given were taken from real-life scenarios. The lab was generally interesting that drew attention and generate questions and discussions. * Students were given opportunities to share and learn from each other, not just from facilitator.   Overall, students were engaged in their learning. | * Luke gain learners attention and gave learners opportunities to share and learn from each other. |
| **Management of Learning**   * Maintains a positive learning climate * Manages time, resources and environment effectively * Responds to learners’ verbal and non-verbal feedback * Able to handle unexpected events and disruptions | * Students were interested in the seminar, engaged in lab activities. * Students felt the sense of satisfaction as they could understand well and completed the lab work.   I thought the students had a good and positive learning experience that night. | * Adult learners do not generally need to be managed. * Luke didn’t have to spend any time on management as learners were very keen to learn. |