

# ONLINE TEACHING EVALUATION FORM (FORM A++)



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ONLINE TEACHING PRACTICE EVALUATION FORM**

<b>NAME</b>	<b>:</b>	_____			
<b>SCHOOL</b>	<b>:</b>	_____			
<b>FORM</b>	<b>:</b>	_____	<b>DATE</b>	<b>:</b> _____	
<b>SUBJECT</b>	<b>:</b>	_____	<b>TIME</b>	<b>:</b> _____	
<b>TOPIC</b>	<b>:</b>	_____			
<b>GRADING</b>	<b>:</b>	_____			
Please use the following scale					
0	None	1	Failing	2	Needs Improvement
3	Average	4	Proficient	5	Distinguished

<b>PLANNING AND PREPARATION</b>	<b>NOTES</b>
<p><b>1. Setting appropriate learning objectives</b> Teacher effectively sets learning objectives within the online environment. <span style="float: right;"><input type="checkbox"/></span></p>	
<p><b>2. Demonstrating knowledge of students' level</b> Teacher is aware of students' diversity and structures online learning process wisely. <span style="float: right;"><input type="checkbox"/></span></p>	
<p><b>3. Demonstrating knowledge of content and pedagogy</b> Teacher has extensive knowledge of the content and utilizes online platform to engage students' learning. <span style="float: right;"><input type="checkbox"/></span></p>	
<p><b>4. Demonstrating knowledge of resources</b> Teacher utilizes various offline and online sources to support students' learning. <span style="float: right;"><input type="checkbox"/></span></p>	
<p><b>5. Selection of online materials</b> Online teaching materials are suitable and appropriate for online teaching. <span style="float: right;"><input type="checkbox"/></span></p>	
<p><b>6. Designing coherent instruction</b> Teacher coordinates the learning activities and materials aligned with learning objectives. <span style="float: right;"><input type="checkbox"/></span></p>	
<p><b>7. Designing student assessment</b> Teacher designs online assessment reflectively to suit the diverse capabilities and needs of the students. <span style="float: right;"><input type="checkbox"/></span></p>	
<b>IMPLEMENTATION</b>	<b>NOTES</b>
<p><b>8. Command of Subject Matter</b> The teacher exhibits a good command of the subject matter. <span style="float: right;"><input type="checkbox"/></span></p>	
<p><b>9. Communicating with students</b> Teacher disseminates information clearly and makes effort to clarify students' questions on the topic being taught. <span style="float: right;"><input type="checkbox"/></span></p>	
<p><b>10. Using questioning and discussion techniques</b> Teacher employs questioning techniques that encourage higher order thinking and encourages students to actively participate in discussion. <span style="float: right;"><input type="checkbox"/></span></p>	

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|------------|--|--------------------------|
| <b>11.</b> | <b>Engaging students in learning</b><br>Teacher provides opportunities for students to initiate connection to content and pace their own learning.                           | <input type="checkbox"/> |
| <b>12.</b> | <b>Using assessment in instruction</b><br>Teacher utilizes one/multiple online tools to monitor students' understanding and learning progress.                               | <input type="checkbox"/> |
| <b>13.</b> | <b>Demonstrating flexibility and responsiveness</b><br>Teacher promotes positive progress of all students and responds consistently and effectively to meet students' needs. | <input type="checkbox"/> |

<b>ONLINE CLASSROOM ENVIRONMENT</b>	<b>NOTES</b>
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|------------|---|--------------------------|
| <b>14.</b> | <b>Creating online interaction environment</b><br>Teacher monitors and responds to online discussion and submissions.   | <input type="checkbox"/> |
| <b>15.</b> | <b>Establishing a culture for learning</b><br>Teacher promotes independent learning through collaborations with other students and promotes sharing of learning resources using multiple varying platforms. | <input type="checkbox"/> |
| <b>16.</b> | <b>Managing classroom procedures</b><br>Teacher sets a guideline on how the online class will take place and manages teaching and learning based on the agreed protocol.                                    | <input type="checkbox"/> |
| <b>17.</b> | <b>Managing students' behaviour</b><br>Teacher is proactive addressing inappropriate online etiquette or communication behaviour by the students.   | <input type="checkbox"/> |
| <b>18.</b> | <b>Organizing virtual space</b><br>Teacher utilizes virtual space to document and share information as mechanism to support own as well as students' productivity and creativity.                           | <input type="checkbox"/> |

<b>PROFESSIONAL RESPONSIBILITIES</b>	<b>NOTES</b>
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|------------|---|--------------------------|
| <b>19.</b> | <b>Reflecting on teaching</b><br>Teacher reflects on the strengths and weaknesses of the lesson that had taken place, and highlights strategies/areas of improvement. | <input type="checkbox"/> |
| <b>20.</b> | <b>Growing and developing professionally</b><br>Teacher continuously seek feedback from Mentor/Supervisor to adjust and refine course delivery.                       | <input type="checkbox"/> |

**TOTAL**

\_\_\_\_\_  
Name of Supervisor/ Mentor

\_\_\_\_\_  
Signature

