

**FACULTY OF AGRICULTURE, UNIVERSITY OF PERADENIYA
PEER EVALUATION FORM**

Name of the Teacher:

Course:

Lecture Topic:

Instruction to respondents

This evaluation form is intended to evaluate the delivery process of the lectures conducted by your colleagues in the department/faculty. Please read each statement carefully. Indicate your rating by drawing a cross (x) in one of the boxes numbered from 1 to 5 against each of the statements (1-very poor, 2-weak, 3-average, 4-good and 5-excellent).

Criteria	Attribute	Assessment					
Content	Main ideas are clear and specific	1	2	3	4	5	n.a.
	Relevance of the main ideas to the ILOs was clear	1	2	3	4	5	n.a.
Organization and time management	Introduction connected to previous classes/prior knowledge	1	2	3	4	5	n.a.
	Clear organizational plan	1	2	3	4	5	n.a.
	Summarized main ideas	1	2	3	4	5	n.a.
	Connected to future classes	1	2	3	4	5	n.a.
	Punctuality	1	2	3	4	5	n.a.
	Effective use of time	1	2	3	4	5	n.a.
Interaction	Teacher asked questions	1	2	3	4	5	n.a.
	Students were motivated to ask questions	1	2	3	4	5	n.a.
	Teacher provided informative feedback to students' responses	1	2	3	4	5	n.a.
	Teacher respected students' responses	1	2	3	4	5	n.a.
Communication	Language was understandable	1	2	3	4	5	n.a.
	Articulation and pronunciations were clear	1	2	3	4	5	n.a.
	Volume sufficient to be heard	1	2	3	4	5	n.a.
	Rate of delivery was appropriate	1	2	3	4	5	n.a.
	Effective body movement and gestures	1	2	3	4	5	n.a.
	Eye contact with students	1	2	3	4	5	n.a.
Use of media	Confident and enthusiastic	1	2	3	4	5	n.a.
	Appropriate and proper use of multimedia/overheads/Chalk board	1	2	3	4	5	n.a.
	Visual aids were clear	1	2	3	4	5	n.a.

A. Overall rating
1-very poor, 2-weak, 3-average, 4-good and 5-excellent

B. Comments and suggestions

Date :

Time:

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Name of Peer Evaluator

Signature of Peer Evaluator

Thank you for your assistance with this observation.

Guidelines for Peer Evaluation of Teaching

1. The objective of peer observation is to improve the process of teaching.
2. Peer observations will be conducted as a pilot project over a period of one year.
3. The peers will be selected from a pool of volunteers.
4. A formative approach (to provide feedback to the teacher) shall be followed. Only the classroom teaching component will be evaluated focusing on presentation skills, facilitation skills and approach to teaching (note that the curriculum development and lesson planning had been done jointly with the peers).
5. Peer observations shall be conducted at the Departmental level. The Heads of the Departments will be responsible for assigning peers, in consultation with the teacher concerned.
6. To be considered for peer observation, a teacher should be responsible for teaching 5 or more lecture hours in a course.
7. There shall be two peers: internal peer (from the respective Department of study) and external peer (from another Department of study of the Faculty of Agriculture) and both peers will do the observation in the same lecture.
8. A standard questionnaire with structured questions (see attached) will be used by all the Departments. The questionnaire contains questions on quality of teaching, not specifically on the subject matter content.
9. The lesson to be evaluated will be jointly decided by the teacher and the peers.
10. The peer should be present for the entire duration of 50 minutes for a comprehensive observation of the lesson. The visits can either be announced or unannounced as per the preference of the teacher.
11. Following the observation there shall be a discussion between the teacher and the peers. The peers shall submit completed questionnaires to the teacher, with a copy to the Head of the Department, for recording purposes.
12. Teachers are encouraged to get one course that they are responsible for teaching evaluated per year.