



Republic of the Philippines
 Department of the Interior and Local Government
PHILIPPINE PUBLIC SAFETY COLLEGE
Faculty Development Division
 505 Al-Fer Building, corner B. Serrano Avenue EDSA, Quezon City



FDD Form-3: Actual Classroom Observation Checklist Form

ACTUAL CLASSROOM OBSERVATION CHECKLIST

Unit/Location : _____ Date : _____

Instructor : _____ Time : _____

Course Title : _____ Section/Company : _____

Subject/s Taught : _____ No. Students : _____

Directions: Read each statement carefully and mark the column which best describe the faculty you are rating.

Scale	Interval Range	Adjectival Rating	Verbal Interpretation
5	4.50 - 5.00	Outstanding	HEE - Highly Exceeds Expectations
4	3.75 - 4.49	Very Satisfactory	EE - Exceeds Expectations
3	3.00 - 3.74	Satisfactory	ME - Meets Expectations
2	2.00 - 2.99	Fair	OME- Occasionally Meets Expectations
1	1.00 - 1.99	Needs Improvement	CFME- Consistently Fails To Meet Expectations

A. Commitment to Student Learning

The Instructor:

	5	4	3	2	1
1. Assists students in practicing new skills by providing opportunities for guided practice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Provides for active student participation in the learning process.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Employs a balance of student -and instructor- directed discussion/ learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Establishes an environment that maximizes learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Uses a variety of teaching strategies suited to the individual needs of students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Demonstrates care and respect for students by maintaining positive interactions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Treats students with respect and creates a learning environment that fosters student engagement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Provides student with an appropriate opportunities for independent practice of new skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- | | | | | | |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 9. Employs effective questioning techniques that encourage higher-level thinking skills. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10.. Encourages students to be cognizant of their personal strengths and capabilities with respect to their career paths. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Record noteworthy instances related to the competency shown above and the kinds and sources of evidence identified.

B. Professional Knowledge

- | | 5 | 4 | 3 | 2 | 1 |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 1. Exhibits an understanding and ability to explain subject areas in the curriculum. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Demonstrates mastery of subject knowledge and related skills. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Presents accurate and up-to-date information. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Provides constructive criticism as part of evaluation. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Aligns assessment strategies with learning objectives. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Uses appropriate diagnostic techniques to assess student difficulties. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Employs formative and summative assessments to check for understanding. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Uses a variety of appropriate teaching techniques to engage students. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Systematizes routine procedures and tasks to engage students in varied learning experiences. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Provides opportunities for students to share their interest and demonstrate their involvement in learning. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Record noteworthy instances related to the competency shown above and the kinds and sources of evidence identified.

C. Teaching Practice

	5	4	3	2	1
1. Models and promotes effective communication skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Uses instructional time in a focused, purposeful way.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Organizes subject matter into meaningful lessons.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Demonstrates a positive professional attitude when communicating with students and colleagues.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.. Uses a variety of techniques to report student progress.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Uses a variety of appropriate assessment and evaluation techniques.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Gathers accurate data on student performance and keeps comprehensive records and student achievement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.. Uses achievement standards and competency statements as a point of reference for evaluation of teaching.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.. Effectively demonstrates knowledge of trends, techniques and research relevant to his /her teaching.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Uses technology when appropriate to improve efficiency and effectiveness instructional delivery, instructional procedure, and decision making.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Record noteworthy instances related competency shown above and the kinds and sources of evidence identified.

What suggestions for improvement do you have?

Additional Comments:

Observed by :

(Signature over Printed Name)

(Designation)

(Signature over Printed Name)

(Designation)

(Signature over Printed Name)

(Designation)

Conforme:

(Signature over Printed Name)
(Instructor/ Professor)

