



FDD Form-5: Checklist Form For Case-Based Scenario

## OBSERVATION CHECKLIST FOR CASE-BASED SCENARIO

### Checklist Form

Unit/Location: \_\_\_\_\_ Date : \_\_\_\_\_

Instructor : \_\_\_\_\_ Time : \_\_\_\_\_

Course Title : \_\_\_\_\_ Section/Company : \_\_\_\_\_

Subject/s Taught : \_\_\_\_\_ No. Students : \_\_\_\_\_

**Directions:** Please check the boxes properly.

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. Learning Organization and Management

	5	4	3	2	1
1. Demonstrates expertise in the subject area taught.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Uses time efficiently.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Ensures that learners are engaged in the activity being conducted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Provides a lesson that integrates basic job readiness and /or life skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Summarizes the major points at the end of every case-based scenario presented.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### B. Evidence of Learning

	5	4	3	2	1
1. Encourages involvement of all learners during the role playing exercises.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Gives learner the opportunity to ask questions before and after the practical cased-based exercises.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Provides positive responses and clear explanations to questions and comments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Elicits feedback validating students' understanding of the case-based scenario presented.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 5. Motivate learners to become engaged and stay on the task regarding the case-based scenarios presented. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Interacts with individual learners and/or small groups during the case-based presentation.             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**C. Instructional Materials and Learning Styles**

- |   | <b>5</b>                 | <b>4</b>                 | <b>3</b>                 | <b>2</b>                 | <b>1</b>                 |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 1. Uses a variety of sensory modalities such as listening, speaking, seeing, touching and interpretation of bodily movements. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Allows the students to communicate effectively with the people involved in the case-based scenario.                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Encourages learners to use their own experiences to illustrate and clarify understanding of the presented materials.       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Presents questions at various levels to demonstrate the use of critical thinking skills.                                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**D. Evaluation**

- |   | <b>5</b>                 | <b>4</b>                 | <b>3</b>                 | <b>2</b>                 | <b>1</b>                 |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 1. Assesses the students' ability in the proper application of rules and procedures in the implementation of case-based scenario. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Checks the students' ability to observe proper handling of evidences.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Checks the students' ability to prepare the necessary reports.   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Notes down performance deficiencies and suggests ideas for improvement .   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**What went well during the case-based scenario presentation?**

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**What suggestions for improvement do you have?**

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**Additional Comments:**

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**Observed by :**

\_\_\_\_\_  
(Signature over Printed Name)

\_\_\_\_\_  
(Designation)

**Conforme:**

\_\_\_\_\_  
(Signature over Printed Name)  
(Instructor/ Professor)