



## First semester, 3 hr GRADUATE/OTJ Observation Instrument

Intern: _____	Supervising Teacher: _____	Grade: _____
School: _____		
Date Observed: _____		
Observer: _____		
Lesson Description: _____		

**Pre-Teaching Preparation: *Please check all that apply.***

- Intern met with teacher prior to implementation to review lesson plan and assessment.
- Intern revised plan according to meeting with teacher.
- Materials for lesson were prepared prior to lesson.

**Use the following scale to rate each observed indicator:**

- |                                                                                                   |                                                                                 |
|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| <p><b>4: Exceeds expectations (Comment required)</b></p> <p><b>2: Developing expectations</b></p> | <p><b>3: Meets expectations</b></p> <p><b>1: Does not meet expectations</b></p> |
|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|

**Note: All scored FEAPs must be at least 3 by Final Evaluation to pass internship.**

**Greyed-out indicators are not scored for first semester students.**

Instructional Design and Lesson Planning	Comments
4 3 2 1 Lesson plan aligned to Florida-adopted standards.	
4 3 2 1 Lesson was coherent fit appropriately in sequence of instruction.	
4 3 2 1 Lesson included assessment(s) to demonstrate mastery.	
4 3 2 1 Consistently monitored student progress using formative assessments.	
4 3 2 1 Used specific, diagnostic student data to differentiate instruction.	
4 3 2 1 Developed and implemented experiences that scaffolded student learning.	
The Learning Environment	Comments
4 3 2 1 Created learning environment to ensure implementation of instructional activities.	
4 3 2 1 Established structured learning environment including effective routines and procedures.	
4 3 2 1 Established culture for learning including high expectations for all learners.	
4 3 2 1 Created an environment of respect and rapport that values students' cultural, linguistic, and family background.	
4 3 2 1 Modeled clear, appropriate communication skills (oral and written).	
4 3 2 1 Created a risk-free supportive learning environment.	
4 3 2 1 Integrated use of available resources to enhance students' understanding of content.	
4 3 2 1 Adapted learning environment to meet needs of all students.	
4 3 2 1 Used assistive technologies that encourage student participation.	
Instructional Delivery and Facilitation	Comments
4 3 2 1 Delivered rigorous lesson that engaged all learners.	
4 3 2 1 Used literacy strategies to enhance students' understanding of content.	
4 3 2 1 Used informal assessment(s) to monitor student learning. (Example of informal assessment used: _____)	
4 3 2 1 Adjusted instruction to address students' needs.	
4 3 2 1 Integrated subject matter to facilitate connections within and across disciplines and life experiences. (Example of integration used: _____)	
4 3 2 1 Prompted students to engage in critical thinking by using effective questioning techniques. (Example of questioning used: _____)	
4 3 2 1 Used a variety of instructional strategies to instruct learners. (Example of instructional strategy used: _____)	
4 3 2 1 Differentiated instruction based on assessment to meet students' needs. (Example of differentiation used: _____)	
4 3 2 1 Provided immediate specific feedback in a consistent and positive manner.	
4 3 2 1 Utilized student feedback to monitor instructional needs for future instruction.	

Use the following scale to rate each observed indicator:

4: Exceeds expectations (Comment required)

3: Meets expectations

2: Developing expectations

1: Does not meet expectations

Assessment	Comments
4 3 2 1 Analyzed multiple assessment data sources to diagnose students' learning needs to inform instruction.	
4 3 2 1 Designed and interpreted formative and/or summative assessments to achieve content mastery.	
4 3 2 1 Used variety of ongoing assessment tools. (Example of assessment tool used: _____)	
4 3 2 1 Implemented and adjusted formative assessments within differentiated instruction.	
4 3 2 1 Shared clear learning goals and outcomes of student assessment with student.	
4 3 2 1 Used technology tools to communicate assessment data with students.	

The indicators below should be scored over time – not lesson-specific

Note: All areas in Professional Responsibility and Ethical Conduct must be at least 3 by final evaluation to pass Internship I.

Continuous Professional Improvement	Comments
4 3 2 1 Develops purposeful professional goals to strengthen effectiveness of instruction.	
4 3 2 1 Uses data-informed research to improve instruction and student achievement.	
4 3 2 1 Uses variety of data to evaluate learning outcomes, adjust planning, and improve lessons.	
4 3 2 1 Collaborates with home, school, and community.	
4 3 2 1 Engages in reflective practices and/or targeted professional growth.	
4 3 2 1 Implements knowledge and skills learned in professional development.	
Professional Responsibility and Ethical Conduct	Comments
4 3 2 1 Maintains high academic standards for all learners.	
4 3 2 1 Believes all students can learn.	
4 3 2 1 Demonstrates fairness and equity; promotes social justice and democracy.	
4 3 2 1 Values diversity.	
4 3 2 1 Meets deadlines, punctual, exhibits regular attendance.	
4 3 2 1 Works effectively with others; accepts feedback and constructive criticism.	

Signatures:

Observer: \_\_\_\_\_ Intern: \_\_\_\_\_ Date: \_\_\_\_\_

Additional Comments: