

**Observation sheet**  
(Focussed on the teacher)

date:

class:

number of pupils:

topic:

|                                          | Description | Explanation (Why?) |
|------------------------------------------|-------------|--------------------|
| Organization of the lesson               |             |                    |
| Presenting                               |             |                    |
| Eliciting: teacher prompts and responses |             |                    |
| Giving instructions                      |             |                    |
| Managing errors and mistakes             |             |                    |
| Managing classroom communication         |             |                    |
| Managing pair and group work             |             |                    |
| Balance of teaching and learning         |             |                    |
| Timing and pace                          |             |                    |
| The board                                |             |                    |
| Supplementary materials                  |             |                    |
| Assessment, evaluation of pupils results |             |                    |
| Any other                                |             |                    |

|       |  |  |
|-------|--|--|
| notes |  |  |
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