

**Ferris State University-School of Education**  
**Report Form for Evaluating Student Teacher Performance Activities**

**Student:** \_\_\_\_\_

**University Supervisor:** \_\_\_\_\_

**School and City:** \_\_\_\_\_

**On-Site Supervising Teacher(s):** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Visit # (Circle):** 1      2      3      4      5      6

**Period:** \_\_\_\_\_

**Subject/Grade:** \_\_\_\_\_

**Guide for Behaviors to Observe:**

**Rating (Optional):** 1) Excellent 2) Good 3) Needs Improvement  
4) No Basis for Judgment

**Planning Instruction**

- \_\_\_\_\_ Demonstrates preparation/organization
- \_\_\_\_\_ Creates/follows written lesson plans
- \_\_\_\_\_ Demonstrates knowledge of subject
- \_\_\_\_\_ Plans for all students to experience success
- \_\_\_\_\_ MI Curriculum Benchmark/Standard
- \_\_\_\_\_ Incorporates use of technology

**Delivery of Instruction**

- \_\_\_\_\_ Signals the start of class/instruction
- \_\_\_\_\_ Presents an anticipatory set
- \_\_\_\_\_ Creates a focus and activates prior knowledge
- \_\_\_\_\_ States clear objective(s)
- \_\_\_\_\_ Presents lesson in logical order
- \_\_\_\_\_ Checks for understanding
- \_\_\_\_\_ Paces lesson appropriately
- \_\_\_\_\_ Maintains smooth transitions
- \_\_\_\_\_ Presents closure, signals end of discussion
- \_\_\_\_\_ Provides clear directions for assignments

**Classroom Management**

- \_\_\_\_\_ Provides clear directions for assignments
- \_\_\_\_\_ Uses verbal/non-verbal discipline techniques
- \_\_\_\_\_ Implements classroom procedures effectively
- \_\_\_\_\_ Maintains on-task student behavior
- \_\_\_\_\_ Responds to off-task behavior
- \_\_\_\_\_ Aware of all students in class/scans the room

**Student Evaluation/Assessment**

- \_\_\_\_\_ Monitors/assesses student growth
- \_\_\_\_\_ Evaluates student learning
- \_\_\_\_\_ Provides specific/frequent feedback
- \_\_\_\_\_ Implements alternative assessment techniques

**Communication Skills**

- \_\_\_\_\_ Develops rapport with students/faculty/staff
- \_\_\_\_\_ Calls students by name
- \_\_\_\_\_ Maintains eye contact
- \_\_\_\_\_ Uses correct grammar/appropriate vocabulary level
- \_\_\_\_\_ Writes clearly using proper grammar and spelling
- \_\_\_\_\_ Good penmanship
- \_\_\_\_\_ Provides clear explanations/directions
- \_\_\_\_\_ Exhibits enthusiasm
- \_\_\_\_\_ Uses good feeling tone
- \_\_\_\_\_ Uses praise effectively
- \_\_\_\_\_ Accepts/utilizes student ideas

**Professionalism**

- \_\_\_\_\_ Models desired behavior
- \_\_\_\_\_ Groomed in an appropriate manner
- \_\_\_\_\_ Professional dress
- \_\_\_\_\_ Participates in professional growth & development
- \_\_\_\_\_ Relates professionally with other faculty/staff
- \_\_\_\_\_ Maintains confidentiality
- \_\_\_\_\_ Contributes & supports colleagues

**Comments/Suggestions:** \_\_\_\_\_

\_\_\_\_\_

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**Please check one or more of the following statements that you believe are appropriate:**

- \_\_\_\_\_ **Progress appears to be satisfactory at this time.**
- \_\_\_\_\_ **Student should seek special help in the areas noted above.**
- \_\_\_\_\_ **I will request a visit by another university supervisor.**
- \_\_\_\_\_ **I will arrange a conference involving the student teacher and on-site supervising teacher.**