

### SPS TEACHING EFFECTIVENESS CRITERIA

CLASS MANAGEMENT	CONTENT MASTERY, RELEVANCE & DELIVERY	COMMUNICATION SKILLS	STUDENT ENGAGEMENT	INSTRUCTIONAL MATERIALS	USE OF LEARNING MANAGEMENT SYSTEM (LMS)	USE OF THE MEETING TOOL
Class started on time	Class Content Reflected Topic(s) on Syllabus	Provided Timely Constructive Feedback	Student Engagement was Purposeful	Easy to Read & Presentable	Use of the LMS features was appropriate	Use of the Meeting tool features was appropriate (hand raise, breakout sessions, polls, sharing of screen, etc.)
Course materials ready	Reviewed Class Content from a Prior Class as a Segue to this Lesson	Provided Specific Positive Feedback	Engagement Reinforced Learning Outcomes	Matched the Learning Outcomes	Navigation was clear to students	Instructor taught from a quiet, distraction-free area.
Appropriate Amount of Time per Topic/Activity	Content Was Covered Adequately	Response to Questions were Positive and Appropriate	Used Strategies for Inclusion of All Students	Updated	All communication was filtered through the LMS (Exclusive to Asynchronous)	
Good Sequencing of Content	Effective Method(s) of Presentation	Demonstrated Multi-Cultural Sensitivity	Peer to peer learning	Creative	All relevant information about the lesson is linked to relevant page/pages	
Technology Set-up Beforehand	Use of Relevant Examples to Enhance Clarity & Interest	Used Acceptable Classroom Language			Unnecessary tabs were made invisible to students	
Kept Class Discussion On-Point	Instructor Expertise Was Evident	Open to Student Opinion			Used strategies to minimize navigation to external pages (For example: videos were embedded)	
Used Other Strategies to Minimize Time Wasted (For Async: are activities – forum topics, assignments, quizzes – linked in the lesson page?)	Presentation targeted different learning styles					

\*USE OF LMS & MEETING TOOL N/A or OPTIONAL for In-person Class Observation