



SAN DIEGO STATE  
UNIVERSITY

# Tutor Observation Form



Tutor Name: \_\_\_\_\_ School Site: \_\_\_\_\_

Subject: \_\_\_\_\_ Date: \_\_\_\_\_ Grade: \_\_\_\_\_

Teacher Name: \_\_\_\_\_

**Rating System**  
 N/A=Not Applicable  
 1 = Needs Improvement  
 2=Meets Standards  
 3=Exceeds Standards

<u>Professionalism</u>	<u>Rating</u>	<u>Comments</u>
<b>Dress:</b> <i>adheres to school dress code, tutor badge</i>		
<b>Attitude</b>		
<b>Punctual &amp; Reliable:</b> <i>on time; consistent</i>		
<b>Models Appropriate Student Behavior</b>		

**Additional Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<u>Communication</u>	<u>Rating</u>	<u>Comments</u>
<b>With Teacher</b>		
<i>Check-in with teacher to learn plan for the day</i>		
<i>Follows teachers instructions</i>		
<i>Accepts feedback from teacher</i>		
<b>With Students</b>		
<i>Uses effective questioning strategies</i>		
<i>Acknowledges different learning styles</i>		
<i>Gives clear instructions/directions</i>		
<i>Actively listens to students and paraphrases</i>		

**Additional Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b><u>Subject Knowledge</u></b>	<b><u>Rating</u></b>	<b><u>Comments</u></b>
<b>Confidence in Subject</b> <i>eye contact, poise, non verbal communication</i>		
<b>Prepared for lesson</b> <i>Listening to lecture, taking notes, utilizing text</i>		

**Additional Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b><u>Effectiveness</u></b>	<b><u>Rating</u></b>	<b><u>Comments</u></b>
<b>Shows initiative to help students in need</b>		
<b>Independent work</b>		
<i>Walks around classroom to assist students or is stationed in a visible place in the classroom</i>		
<i>Sits down with individual students</i>		
<i>Use effective teaching strategies (text, chalkboard, visuals, refer to notes, etc)</i>		
<i>Employs motivational strategies to keep on task</i>		
<b>Group Work</b>		
<i>Walks around classroom to assist groups</i>		
<i>Sits down with a group of students</i>		
<i>Balances needs &amp; skill levels of group members</i>		
<i>Encourages involvement from all group members</i>		
<i>Employs motivational strategies to keep on task</i>		

**Additional Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Overall Rating:** \_\_\_\_\_

**Signature of Observer:** \_\_\_\_\_