

Virtual Classroom Observation Checklist

Observer Name:

Teacher Name:

Date:

Class/Subject:

1. Pre-Observation

Learning Objectives Clearly Stated:

2. Classroom Environment

Item	Observations/Notes
Teacher greets students and sets a welcoming tone	
Instructions for participation provided	
Student cameras and microphones usage managed	
Clear expectations for online behavior	

3. Instructional Delivery

Item	Observations/Notes
Lesson is well-organized and follows a logical sequence	
Student engagement encouraged (questions, chat, polls, etc.)	
Effective use of digital resources (slides, whiteboard, etc.)	
Pace of instruction appropriate	

4. Assessment & Feedback

Item	Observations/Notes
Formative assessment conducted (checks for understanding)	
Timely and constructive feedback provided	

5. Student Interaction

Item	Observations/Notes
Opportunities for student collaboration	
Teacher addresses student questions	
Student participation observed	

6. Technology

Item	Observations/Notes
Platform/tools functioned properly	
Teacher handles technical issues effectively	

Additional Comments / Recommendations

--