

**HoD BSERVATION OF TEACHING**

College of Business Administration  
Management Information systems Department

HoD OBSERVATION OF TEACHING

**Name of Instructor: Abdul Hakim Mohamed      Date of Observation: 10/07/2018**

**Course Code and Title: MIFS202 Web Application Development**  
**Classroom Number: COB109**

**Instructions:**

1. Faculty members shall be evaluated by the Head of Department or Dean of College according to the assessment table below.
2. The total mark will be normalized out of 100 points.
3. The following grading shall apply:

- less than 70%; Requires training and support.
- 70-79% good
- 80-89% very good
- 90-100% excellent

|                     | Attributes |                                                                                                                  | Strongly Agree (5) | Agree (4) | Neutral (3) | Disagree (2) | Agree (1) |
|---------------------|------------|------------------------------------------------------------------------------------------------------------------|--------------------|-----------|-------------|--------------|-----------|
| <b>Organization</b> | 1.         | The instructor was well prepared and organized the lecture material well.                                        | ✓                  |           |             |              |           |
|                     | 2.         | The instructor clarified the relationship between the past and the present lecture.                              | ✓                  |           |             |              |           |
|                     | 3.         | The instructor started and finished the lecture on time.                                                         | ✓                  |           |             |              |           |
|                     | 4.         | The instructor provided a full outline of the lecture including learning objectives, assessment, and activities. | ✓                  |           |             |              |           |
|                     | 5.         | The instructor accepted questions and appropriately facilitated class discussion                                 | ✓                  |           |             |              |           |
|                     | 6.         | The content was appropriate, accurate and current.                                                               |                    | ✓         |             |              |           |

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|                                      | <b>Attributes</b> |                                                                                                       | <b>Strongly Agree (5)</b> | <b>Agree (4)</b> | <b>Neutral (3)</b> | <b>Disagree (2)</b> | <b>Agree (1)</b> |
|--------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------|---------------------------|------------------|--------------------|---------------------|------------------|
| <b>Content knowledge and clarity</b> | 7.                | The instructor defined new terms and concepts well                                                    | ✓                         |                  |                    |                     |                  |
|                                      | 8.                | The instructor explained complex concepts and terminologies well.                                     | ✓                         |                  |                    |                     |                  |
|                                      | 9.                | The instructor used examples effectively for helping the students to understand complicated concepts. | ✓                         |                  |                    |                     |                  |
| <b>Presentation skills</b>           | 10.               | The instructor presented his lecture with clarity of language.                                        | ✓                         |                  |                    |                     |                  |
|                                      | 11.               | The instructor maintained eye contact with the students.                                              | ✓                         |                  |                    |                     |                  |
|                                      | 12.               | The instructor did not have distracting mannerisms during the lecture                                 | ✓                         |                  |                    |                     |                  |
|                                      | 13.               | The instructor used up to date technology in his teaching delivery.                                   | ✓                         |                  |                    |                     |                  |
|                                      | 14.               | The instructor contributed positively to student questions                                            |                           | ✓                |                    |                     |                  |
|                                      | 15.               | The instructor has good skills of classroom management.                                               | ✓                         |                  |                    |                     |                  |
|                                      | 16.               | The instructor focused on the relevant subject matter and did not digress to unrelated topics.        |                           | ✓                |                    |                     |                  |
|                                      | 17.               | The instructor encouraged class participation and discussion by all the students in the class.        | ✓                         |                  |                    |                     |                  |
| <b>Student evaluations</b>           | 18.               | The instructor allowed students to pre-express their opinions.                                        | ✓                         |                  |                    |                     |                  |
|                                      | 19.               | The instructor encouraged and provided appropriate guidance, feedback and positive reinforcement.     |                           | ✓                |                    |                     |                  |
|                                      | 20.               | The instructor responded well to students' questions.                                                 |                           | ✓                |                    |                     |                  |
| <b>Total grade</b>                   |                   |                                                                                                       | 96                        |                  |                    |                     |                  |



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### Feedback to the Instructor

1. The following were identified as areas of strength or good practice.
  - The class was adequately run
  - The instructor was flexible and gave students opportunity to express themselves
  - The class was well organized and controlled
  - The presentation was adequate
  - Overall, the lecture was engaging and stimulating
  
2. The following were identified as areas for potential improvement.
  - The topic is very technical; I suggest to slow the rhythm of delivery a little bit.

### Comments of the Instructor

By affixing their signature to this form, both the reviewer and the reviewee confirm that the peer observation process has actually taken place and that the post observation meeting has been conducted to discuss the outcome of the peer observation. Signing this form does not imply that the reviewee agrees with the comments or scores of the reviewer.

Instructor's Name: Abdul Hakim Mohamed

Observer's Name : Akbar Khanan

Signature of Instructor

Signature of Observer

Date

Date

*[Handwritten signatures and dates in blue ink]*  
 Instructor's signature: *[Signature]* Date: *10/1/19*  
 Observer's signature: *[Signature]* Date: *10/1/2019*