**Assessing a classroom guidance lesson**

**Counselor**: __________________________  **Date**: ____________

**Observer**: __________________________  **Position**: __________________________

**How many students?** _______  **Students with Special Needs?** Y N

**Classroom**: __________________________  **Level**: ES  JHS/MS  HS (circle)

**Key:** + (Strong)  ✓ (Adequate)  □ (Needs improvement)

**Competency to be assessed**: __________________________________________

**Benchmark**: ________________________________________________________

**Content of Lesson**: _________________________________________________

**Presentation of Guidance Lesson**: General Stylistic Considerations

- Used a mixture of teaching methods/activities (e.g., small groups, discussion, projects)
- Appropriate to developmental level
- Allows for individual differences (including cultural sensitivity)
- Shows evidence of thorough planning and organization of lesson
- Clear directions are given and reviewed as needed
- Lesson was relevant & practical to competency/benchmark
- Attempted to include as many students as possible
- Other __________________________

**Comments**: ________________________________________________________________________________________

**Classroom Management**

- Use of proximity and mobility are demonstrated
- Awareness of off-task behavior is shown
- Positive reinforcement is used for on task behavior
  
  **Reinforcements are**:
  - Well timed and specific
  - Appropriate to developmental level of students
  - Uses least distracting action in response to non-compliance
  - Gives appropriate options
  - Action is timed appropriately

**Comments**: ________________________________________________________________________________________

**Physical Arrangement/Classroom Organization**

- Students enter/leave room in appropriate manner
- Papers/materials are collected/distributed in organized manner
- Transition between activities is smooth
- Materials and equipment are ready
- Clean-up is appropriate with students helping
- Arrangement of students is appropriate for activity

**Comments**: ________________________________________________________________________________________

**Evaluation Procedures**

- How was student learning/mastery evaluated? ________________________________________________________________________________________

**Communication of Behavioral Standards**

- Clear parameters of expected behavior are stated
- As activities change, parameters are revised and communicated
- Communication of expectations is developmentally appropriate

**Comments**: ________________________________________________________________________________________

**Pacing and Timing of Lesson**

- Lesson began on time
- Lesson is paced well
- Flexibility of pacing and content shown (if appropriate)

**Comments**: ________________________________________________________________________________________