

**ANNEX 4**

<b>TEACHERS SERVICE COMMISSION</b>					
<b>Lesson Observation Form(LOF)</b> <b>(For use by a Lesson Observer)</b>					
<b>Name of the Institution:</b>					
<b>Teacher's Name:</b> <b>TSC.NO.</b>			<b>Observer's Name :</b> <b>TSC. NO.</b>		
<b>Class:</b>	<b>Learners present:</b>	<b>Time:</b> <b>Date :</b>	<b>Subject:</b> <b>Topic :</b>		
<b>Lesson Topic:</b>					
			<b>Rating (scale of 1-5)</b>		
<b>Observation Areas</b>	<b>What was observed</b>		<b>Appraisee</b>	<b>Appraiser</b>	<b>Agreed score</b>
<b>1. Introduction and Lesson organization</b>	<b>1.</b>				
<b>2. Content delivery</b>	<b>2.</b>				
<b>3. Teaching methods/techniques</b>	<b>3.</b>				

<p><b>4. Learner involvement and communication</b></p>	<p><b>4.</b></p>			
<p><b>5. Classroom management</b></p>	<p><b>5</b></p>			
<p><b>TOTAL(Maximum 25 marks)</b></p>				
<p>Teacher's Signature:</p>		<p>Observer's Signature:</p>		

**NB:**

- (a) There should always be a preparatory meeting before the lesson observation and a feedback session after the lesson observation.
- (b) Divide the total marks by 5 to get the score for performance target 1 under performance competency areas 1 in Teacher Performance Appraisal & Development Tool (page 5).
- (c) An observer includes: - Institutional Administrators, Quality Assurance Officers, or any other designated officer.