PASS Observation:

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| Name of PASS Leader |  |
| Subject |  |
| Session Date |  |
| Time |  |
| Number of students |  |
| Venue |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | Need for discussion | Comment |
| Session began on time |  |  |  |
| Attendance sheets filled in |  |  |  |
| Leader is adequately prepared |  |  |  |
| Session opened effectively (review of previous sessions / student’s concerns shaping agenda) |  |  |  |
| Leader knows and uses students’ names |  |  |  |
| Students doing most of the talking |  |  |  |
| If available, worksheets were helpful |  |  |  |
| Students referring to text books and notes |  |  |  |
| Leader involves all students |  |  |  |
| Leader addresses students’ needs and questions appropriately |  |  |  |
| Leader is knowledgeable of content material |  |  |  |
| Leader created a positive learning environment (supportive / productive) |  |  |  |
| Leader promotes appropriate task focus |  |  |  |
| Time managed efficiently during the session |  |  |  |
| Summary and closure |  |  |  |
| Study skills are integrated with course content |  |  |  |

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| Comments / Suggestions: |
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 PASS Coordinator