Peer Review of
Distance and Online Learning
Instructor or Tutor

Instructor/Tutor: ____________________________

Peer Name: ____________________________

Reviewer’s status:

☐ Departmental Peer
☐ External Colleague
Position: ____________________________

Instructional Setting of Observation:

☐ Telephone Tutoring
☐ E-Mail
☐ Other (describe) ____________________________

Instructional Materials attached? ☐ Yes ☐ No

Course Name and Number: ____________________________
Set: ____________________________

Date/Time of Observation: ____________________________

Directions:

Thank you for agreeing to carry out this peer review. The results will form part of an overall
assessment of this instructor/tutor and will be used to identify areas where skills and expertise
may be developed.

The review focuses on the instructor/tutor’s course-related knowledge and instructional skills.
Each item is to be assessed according to the following scale:

S SR U
Satisfactory Satisfactory with Reservations Unsatisfactory No Opinion

No Opinion is the appropriate response where you have insufficient data or you are otherwise
unable to assess the item. Items indicated by an asterisk are to be left blank if you are not
qualified to make an assessment. Please note that reviewer comments are welcome when
particularly effective or otherwise noteworthy performance is observed.

Satisfactory with Reservations or Unsatisfactory are appropriate responses where the
assessor cannot rate the instructor as satisfactory on the item. When choosing either of these
options, you must clearly explain why a rating of Satisfactory could not be given. If no
explanation is provided the response will be scored as No Opinion.
Peer Review of Distance and Online Learning Instructor/Tutor

*1. The instructor/tutor demonstrated currency in the topics considered. □ S □ SR □ U □ No Opinion

*2. The instructor/tutor referred to up-to-date processes, systems and/or equipment. □ S □ SR □ U □ No Opinion

*3. Instructional resources (e.g., textbooks, manuals, CD-ROMs) were current. □ S □ SR □ U □ No Opinion

Depth and Breadth of Knowledge

*4. The instructor/tutor demonstrated an adequate depth of knowledge. □ S □ SR □ U □ No Opinion

5. The instructor/tutor demonstrated an adequate breadth of knowledge. □ S □ SR □ U □ No Opinion

* Asterisked items are to be left blank if the reviewer is unqualified to judge.
### Instructional Skills

6. The instructor/tutor appeared at ease in the instructional setting. 🟫 S  🟩 SR  🟨 U  🟬 No Opinion

7. The instructor/tutor’s presentation of the course material was clear. 🟫 S  🟩 SR  🟨 U  🟬 No Opinion

8. The instructor/tutor presented material in a logically developed sequence. 🟫 S  🟩 SR  🟨 U  🟬 No Opinion

9. The instructor/tutor clearly established definitions and core concepts. 🟫 S  🟩 SR  🟨 U  🟬 No Opinion

10. The instructor/tutor’s use of voice was effective. 🟫 S  🟩 SR  🟨 U  🟬 No Opinion

11. The instructor/tutor used instructional media effectively. 🟫 S  🟩 SR  🟨 U  🟬 No Opinion

12. The instructor/tutor used appropriate instructional technologies (WebCT, synchronous conferencing, etc). 🟫 S  🟩 SR  🟨 U  🟬 No Opinion

13. The instructor/tutor’s pace of delivery seemed matched to student comprehension levels. 🟫 S  🟩 SR  🟨 U  🟬 No Opinion
**Student Interactions**

14. The instructor/tutor seemed to have good student rapport.

15. The instructor/tutor provided opportunities for student questions.

16. The instructor/tutor responded effectively to student questions.

**Instructional Materials**

*Responses to the following items are only to be made only after analysis and review of the Instructor/tutor’s portfolio of course outlines and instructional materials (e.g., textbooks, handouts, assignments, etc.)*

*17. The content of instructional materials was current.

18. The content of instructional materials was clearly presented.

* Asterisked items are to be left blank if the reviewer is unqualified to judge.
Instructional Materials (cont’d)

19. Overall, instructional materials had a professional appearance. ☐S ☐SR ☐U ☐No Opinion

20. The course content section of the course outline contained a useful amount of detail. ☐S ☐SR ☐U ☐No Opinion