

# Tutoring Session Observation Report

Tutor: \_\_\_\_\_ Tutee: \_\_\_\_\_ Course: \_\_\_\_\_ Observer: \_\_\_\_\_ Date: \_\_\_\_\_

	4	3	2	1
<b>Planning</b>	Negotiated and met SMART goals for session	Established general scope of topics for session; satisfactory conclusion	Inadequate/perfunctory planning; some time management issues	No/inappropriate greeting, no planning, and/or major time mgmt. problems
Comments:				
<b>Questioning</b>	Thoughtful and intentional questioning: open-ended + probing	Frequent questioning; minimized explanations	Focused on providing explanations; occasional questioning	Multiple poor or incorrect explanations; no questioning
Comments:				
<b>Conceptual Focus</b>	Intentional and effective navigation between concepts and examples	Significant discussion of relevant concepts during examples/problems	Focused on problem completion or procedures, not concepts	Tutee showed significant conceptual gaps that were not addressed
Comments:				
<b>Active Learning</b>	Tutee demonstrated learning by summarizing processes and content	Tutee gave some explanations of reasoning during problem-solving	Tutee performed tasks or answered questions, but little follow-up	No/minimal tutee engagement or check for understanding
Comments:				

Overall comments: \_\_\_\_\_

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