



Lesson Observation



Lesson Observation

- Lesson observation refers to a formal scrutiny of teaching/learning while it is taking place in a classroom or other learning environment.
- In this target, a teacher is required to be observed while delivering a lesson at least once a term.



How to undertake Lesson Observation in the TPAD Online System



- The lesson Observation tab can be found under the self appraisals tab for the appraisees.



Lesson observation (appraisee's page)

The appraisee can locate the lesson observation under the lesson observation tab

Teacher's Portal > Lesson Observation

My Lesson Observations

My Appraiser Lesson Observations [Request Observation](#)

Show 10 entries Search:

Observer's Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Actions
No data available in table									
Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Actions

Showing 0 to 0 of 0 entries [Previous](#) [Next](#)

© 2020 IPAD System - Lesson observation



Request for observation

The appraisee can send the appraiser a request to be observed by clicking on **REQUEST OBSERVATION** tab.

The screenshot displays the TPAS interface. At the top right, there is a user profile icon with 'TSC No: 123456', the Ministry of Education logo, and the date '20th Jul, 2020'. The main content area is titled 'Request For Lesson Observation' and contains a text input field with the placeholder 'Say something ...'. Below the input field is a dark blue button with a white checkmark and the text 'Send Request'. At the bottom right of the modal is a brown 'Close' button. In the background, a table lists lesson observations with columns for Observer's Name, TSC No., ID No., Year, Term, Class, Subject, Topic, Status, and Actions. The first row shows a completed observation for 'Listening and Speaking' in Grade 4 English. A 'Request Observation' button is visible in the top right of the background interface.

Observer's Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Actions
[Redacted]	1456	123456	2020		Grade 4	English	Listening and Speaking	Completed	View



TSC No: 123456

Request for Observation

Once the message is crafted, the appraiser is required to send the request. This will appear in the notification part of the appraiser

TEACHER PERFORMANCE APPRAISAL

Teacher's Portal > Lesson Observation

My Lesson Observations Create Lesson

My Appraiser Lesson Observations

Show 10 entries

Observer's Name TSC No. ID No. Year Term Class Subject Topic Status Actions

Observer's Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Actions
[Redacted]	23456	123456	2020		Grade 4	English	Listening and Speaking	Completed	View

Showing 1 to 1 of 1 entries

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Request For Lesson Observation

Message

Dear Sir,
This is to request to be observed in a lesson on the 19th July 2020.
Regards

Send Request

Request Observation

Close



Appraiser Carrying Out



Lesson Observation



Appraiser's page

TEACHER PERFORMANCE APPRAISAL AND DEVELOPMENT (TPAD)

TSC No: 123456

Teacher's Portal > Lesson Observation

19th Jul, 2020

My Lesson Observations [Create Lesson Observations](#)

My Appraisee Lesson Observations

[New Observation](#)

Show 10 entries

Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Date	Actions
No data available in table										
Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Date	Actions

Showing 0 to 0 of 0 entries

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The appraiser can access 3 areas:

1. My lesson Observation
2. Create Lesson Observation
3. New Observation



My Lesson Observations

Create Lesson Observations

My Appraisee Lesson Observations

 New Observation

Show 10 entries

Search:

Name <input type="text"/>	TSC No. <input type="text"/>	ID No. <input type="text"/>	Year <input type="text"/>	Term <input type="text"/>	Class <input type="text"/>	Subject <input type="text"/>	Topic <input type="text"/>	Status <input type="text"/>	Date <input type="text"/>	Actions <input type="text"/>
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No data available in table

Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Date	Actions
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Showing 0 to 0 of 0 entries

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Next

STEP 1:

The appraiser is required to Click on the **New Observation**



STEP II:

Once the appraiser clicks the new Observation tab, the pop up page will appear

The screenshot displays a web application interface for lesson observations. A pop-up window titled "Institution Teachers" is open, showing a table with the following data:

Name	TSC Number	ID Number	Actions
[Redacted]	30959853	30959853	New Observation

The pop-up window also includes a search bar, pagination controls (Previous, 1, Next), and a Close button. The background interface shows a sidebar with "My Lesson Observations" and "My Applied Lesson Observations" tabs, and a main area with a "New Observation" button and a table with columns: Name, TSC No., ID No., Year, Term, Class, Subject, Topic, Status, Date, and Actions.

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STEP III:

The appraiser is required to click on **New Record** whereby he/she will be required to add data on :

- Class/Form
- Subject
- Subject Topic
- Lesson Topic
- Number of Learners
- Observation Date



19th Jul, 2020

Lesson Observation Details >> [Redacted] ID No: 30959853 | TSC No: 30959853

Class / Form	Lesson Topic
<input type="text" value="--- Add Class ---"/>	<input type="text"/>
Subject	Number of Learners
<input type="text" value="--- Add Subject ---"/>	<input type="text"/>
Subject Topic	Observation Date
<input type="text"/>	<input type="text"/>

✓ Add Record

STEP IV:
The appraiser is required to fill in the blank areas as shown in the page and then **ADD RECORD**





TEACHER PERFORMANCE APPRAISAL AND DEVELOPMENT (TPAD) TSC No : 123456

Teacher's Portal > Lesson Observation 19th Jul, 2020

Lesson Observation Details [Redacted] | TSC No : 30959853

Class / Form: Grade 4 Lesson Topic: [Redacted]

Subject: English of Learners: [Redacted]

Subject Topic: Listening and Speaking Date: [Redacted]

Successful

Lesson observation record added successfully.

OK

✓ Add Record

Once the data is added, the page showing that it is successful will appear



My Lesson Observations

Create Lesson Observations

My Appraiser Lesson Observations

Request Observation

Show 10 entries

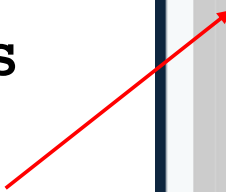
Search:

Observer's Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Actions
[REDACTED]	123456	123456	2020		Grade 4	English	Listening and Speaking	Pending	View
Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Actions

Showing 1 to 1 of 1 entries

Previous 1 Next

Once the data is added, the page /interface will show the record as follows:





STEP V:

Once the area is populated, the system will provide an **OBSERVE** tab.

My Appraisee Lesson Observations

[+ New Observation](#)

Show 10 entries Search:

Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Date	Actions
[REDACTED]	30959853	30959853	2020		Grade 4	English	Listening and Speaking	Pending	19th Jul, 2020	Observe

Showing 1 to 1 of 1 entries

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Lesson Observation Areas

Introduction and Lesson Organisation

Performance Indicators	Max Score	Observer's Score	Observer's Comment
Review of the previous lesson/content related to the current lesson	1	eg 0.5 or 1	
State the objective of the current lesson	1	eg 0.5 or 1	
Link the previous lesson to the current lesson	1	eg 0.5 or 1	
Quality of introduction: captivating/capture learners Interest	1	eg 0.5 or 1	

Content Delivery

Performance Indicators	Max Score	Observer's Score	Observer's Comment
summarized the lesson by highlighting the key points	1	eg 0.5 or 1	

Teacher Details

Full Name	
TSC Number	30959853
ID Number	30959853
Class	
Subject	English
Topic	Listening and Speaking
Lesson Topic	Word stress
No of Learners	40 Learners

Lesson Observation Details

The following page will appear and the appraiser is required to fill in the data



Lesson Observation Areas

Introduction and Lesson Organisation

Performance Indicators	Max Score	Observer's Score	Observer's Comment
Review of the previous lesson/content related to the current lesson	1	<input type="text" value="1"/>	The teacher reviewed the pre
State the objective of the current lesson	1	<input type="text" value="1"/>	The teacher stated the objec
Link the previous lesson to the current lesson	1	<input type="text" value="eg 0.5 or 1"/>	
Quality of introduction: captivating/capture learners interest	1	<input type="text" value="eg 0.5 or 1"/>	

Content Delivery

Performance Indicators	Max Score	Observer's Score	Observer's Comment
summarized the lesson by highlighting the key points	1	<input type="text" value="eg 0.5 or 1"/>	

Teacher Details

Full Name	<input type="text"/>
TSC Number	30959853
ID Number	30959853
Class	
Subject	English
Topic	Listening and Speaking
Lesson Topic	Word stress
No of Learners	40 Learners

Lesson Observation Details

When filling in the Observer's Comment avoid word like good, excellent etc Rather describe what is observed in each area



Lesson Observation Marks

Introduction and Lesson Organisation

Performance Indicators	Max Score	Observer's Score	Observer's Comment
Review of the previous lesson/content related to the current lesson	1	1.0	The teacher reviewed the previous content and related it to the current lesson
State the objective of the current lesson	1	1.0	The teacher stated the learning outcome of the current lesson
Link the previous lesson to the current lesson	1	1.0	The teacher linked the previous lesson to the current lesson
Quality of introduction: captivating/capture learners interest	1	1.0	The teacher started by singing a song related to word stress to capture the learners interest

Content Delivery

Performance Indicators	Max Score	Observer's Score	Observer's Comment
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Teacher Details



Full Name	[REDACTED]
TSC Number	30959853
ID Number	30959853
Class	Grade 4
Subject	English
Topic	Listening and Speaking
Lesson Topic	Word stress
No of Learners	40 Learners

Lesson Observation Details

Date Created

📅 19th July, 2020

Date Completed

📅 19th July, 2020



TEACHER PERFORMANCE APPRAISAL AND DEVELOPMENT (TPAD)

Marking/checking students in class	1	e.g 0.5 or 1	
No chorus answers/knowing learners by name	1	e.g 0.5 or 1	

Observer's Summary Report

Observer's Recommendation

✓ Save Observation Marks

The Observer's Summary Report provides a brief version of what the observer has noted

The Observer's recommendation shows the strengths and gaps that have been observed



My Lesson Observations

Create Lesson Observations

My Appraiser Lesson Observations

Request Observation

Show 10 entries

Search:

Observer's Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Actions
	123456	123456	2020		Grade 4	English	Listening and Speaking	Completed	View
Name	TSC No.	ID No.	Year	Term	Class	Subject	Topic	Status	Actions

Showing 1 to 1 of 1 entries

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Once data is saved successfully, the status of the observation will change to **COMPLETED**



Thank You

