

**University of Wisconsin-Eau Claire
Center for Excellence in Teaching and Learning (CETL), Teaching Evaluation Initiative (TEI)**

20 Minute Pre-Observation Conference Form A

Instructor's Name: _____ **Observer's Name:** _____

Discussion Date: _____ **Course/Topic:** _____

Section 2: DESIGN AND DEVELOPMENT SKILLS

1. What do you want your students to learn?

2. How have you prepared your students to learn this?

3. How does this lesson fit with the overall course goals?

4. What do you intend to do in this lesson and why?

5. What evidence of student learning do you expect to see?

6. Is there anything in particular you want me to watch for in this lesson?
