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Faculty of **Science**

Observation Summary Form

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| **To be completed by the observer after discussions with the observee.** |

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| **1)** **Details of the Observation**  |
| **Observee:**  | **Date:**  |
| **Observer:**  | **Time:**  |
| **Type of teaching session:**  | **Venue:**  |

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| **2) Any issues that adversely affected the session, outside of the control of the observee.** |
| *For example, projection/sound, room temperature, and the suitability/general condition of the room. This is to provide a means of identifying infrastructure that is not fit-for-purpose and/or of high quality.* |

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| **3) Any good practice for wider dissemination.** |
| *You may refer to aspects of academic practice observed or discussed during the pre-observation meeting, for example, the Blackboard site and assessment strategy.* |
|  | Mark ‘X’ if the observee consents to have their name shown in published reports wrt the above. |

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Observer) Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Please forward to the Associate Dean (Education), Phil Denton, p.denton@ljmu.ac.uk.** |