Reviewer’s Service Log Formative Peer Review of Teaching Form

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| **Name of the person performing this review**:  |
| **Academic Term**:  |

The purpose of this service log is to provide an opportunity for the person performing a Formative Peer Review of Teaching (the Reviewer) to record their service efforts. This service log is suitable for inclusion in Digital Measures, providing anonymity of the instructor receiving a Formative Peer Review of Teaching.

| **Which of the following meetings did you attend?*****Mark all that apply and provide an estimate of the time you spent meeting.*** |
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| **Meetings** | **Utilized?** | **Estimate of your time** |
| ***Workshop on Peer Review of Teaching*** |  |  |
| ***Pre-Review Meeting*** |  |  |
| ***Observation of Teaching***  |  |  |
| ***Post-Review Meeting*** |  |  |
| ***Other (please describe)*** |  |  |

| **Which of the following Formative Peer Review of Teaching Forms were utilized?*****Mark all that apply and provide an estimate of the time you spent on the form.*** |
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| **Name of the form** | **Utilized?** | **Estimate of your time** |
| ***Syllabus Review*** |  |  |
| ***LMS Navigation Review*** |  |  |
| ***Required and Optional Materials Review*** |  |  |
| ***Slides, Videos and Multimedia Review*** |  |  |
| ***Instructor Feedback on Student Work*** |  |  |
| ***Observation of Classroom Teaching*** |  |  |
| ***Other (please describe)*** |  |  |

| Was this a reciprocal Formative Peer Review of Teaching?***(Instructors review one another’s courses)*** |
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| *Comments...* |

| Did you learn about a new technique, strategy, tool or skill while performing this Formative Peer Review of Teaching? |
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| *Comments...* |

| OPTIONAL - For instructors in departments of five or more people: Was the recipient of the Formative Peer Review of Teaching a peer, a mentee, or a mentor? |
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| *Comments...* |

| OPTIONAL - For instructors in departments of five or more people: In what department does the recipient of this peer review teach? |
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| *Comments...* |

This form is intended to provide a space for the peer reviewer to log time spent on providing a Formative Peer Review of Teaching. The tables can be edited to include additional rows based on your needs.

| Additional Rows |
| --- |
| *Comments...* |

Reminder: The formative, development-focused peer review of teaching is confidential. Please, do not identify the instructor who received this formative peer review. Thank you.

