

A guide for peer review of teaching during COVID-19 pandemic

Peer review is one source of evidence for evaluation of teaching at NUS.
It can also provide useful feedback to teachers.

In light of current circumstances, the three common modes of instruction that can be used for peer review include:

- online asynchronous teaching (e.g., pre-recorded audio/video lectures, online forums, and materials)
- online synchronous teaching (e.g., live webinars with additional pre-recorded videos or other materials)
- hybrid on-campus, face-to-face teaching with simultaneous live streaming

PRE-OBSERVATION

1



Hold pre-observation meeting

Reviewee provides context and clarifies any questions on the session to be observed, including teaching mode.

2



Provide teaching materials

Reviewee provides reviewers with access to all relevant teaching materials and a link to the session.

3



Provide context

Reviewers should explicitly highlight the current situation and state the teaching mode in the report.

4



Announce to students

Reviewee informs students that the module is being reviewed and that they are being observed.

5



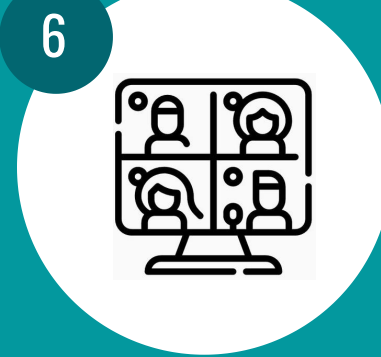
Observe

Asynchronous online

Focus of the review is on the module site and materials (e.g., readings, video recordings, communication with students).

OR

6



Observe

Synchronous online/hybrid

Focus of the review is on teacher's online activity, student engagement in the online activity, and module materials.

7



Seek brief clarifications

If clarity is needed, reviewers should gather more information before completing the report.

8



Discuss feedback

Once the review has been submitted, reviewers and reviewee may fruitfully meet to discuss feedback on the session.

9



Report disruptions

Reviewee and reviewers should report details of significant disruptions to peerreview@groups.nus.edu.sg

POST-OBSERVATION

For detailed guidance and instructions, refer to:

<http://nus.edu.sg/cdtl/docs/default-source/teaching-learning-quality-docs/teaching-evaluation/online-pr-guidance.pdf>