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

Hold pre-observation meeting
Reviewee provides context and clarifies any questions on the session to be observed, including teaching mode.

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

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

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

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

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

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

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

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

For detailed guidance and instructions, refer to: