

**INSTRUMENT 4**

**CLASSROOM OBSERVATION FORM – FOMU YA UANGALIZI DARASANI- ENGLISH & KISWAHILI**

**END-LINE EVALUATION OF TANZANIA 21<sup>ST</sup> CENTURY BASIC EDUCATION PROJECT**

**PART 1: INTRODUCTION, CONFIDENTIALITY AND CONSENT /UTANGULIZI,USIRI NA RIDHAA**

Hello, my name is/ I am working with the TZ21 Project in collaboration with MOEVT. We are observing and interviewing teachers in Standard 2 to learn about reading and other topics. We would like to observe you in the classroom in order to learn about the teaching of reading in Zanzibar, and to measure the progress of the TZ21 project. We will also interview you after the observation. If you agree to participate in the survey, all the observations and answers that you provide will be kept private – only members of the survey team would have access to this information. You would be free to choose not to answer any question that you would prefer not to answer. You can stop the interview at any time, ask me to clarify any question, or ask me to repeat something if you don't understand. You may also choose to withdraw from the survey at any time. However, observing your class and your honest answers to our questions will help us better understand how students learn to read and the support they receive. We greatly appreciate your cooperation. The observation will take about 40 minutes. Do you have any questions for me now? *(Answer succinctly)*

*Habari,jina langu ni \_\_\_\_\_ . Mimi nafanya kazi katika mradi wa pamoja baina ya TZ21 na MOEVT. Sisi tunaangalia na kusaili walimu wa darasa la 2 ili kuweza kujifunza kusoma na mada nyengine. Tungependa sana kukuangalia wewe darasani ili kuweza kujifunza juu ya ufundishaji wa kusoma hapa Mtwara/Lindi na kuweza kupima maendeleo ya mradi wa TZ21. Pia tutakusaili wewe baada ya uangalizi. Ikiwa utaridhia kushiriki katika utafiti huu,uangalizi wote na jawabu zote ambazo utatoa zitafanywa kuwa siri- ni washiriki wa utafiti huu wataweza kutumia taarifa hizi. Uko huru kuamua kutokujibu suali lolote ambalo utaamua kuto kujibu. Unaweza kusimamisha usaili wakati wowote,kuniuliza mimi kukufahamisha swali lolote na pia kunitaka kurejea chochote ikiwa hakija fahamika kwako. Na pia unaweza kuamua kujitoa wakati wowote katika kushiriki utafiti huu. Hata hivyo,kuweza kuangalia somo lako na majibu yako ya dhati kwa maswali yetu yatasaidia sisi kufahamu ipasavyo vipi wanafunzi wanajifunza kusoma na msaada wanaopata. Kwa dhati kabisa,tunathamini mashrikiano yako. Uchunguzi utachukua kiasi cha dakika 40. Jee! una maswali yoyote ya kuniuliza mimi kwa sasa?( jibu kwa ufupi kabisa ipasavyo)*

1.	Do you agree to participate in this observation? Je! unakubali kushiriki katika uchunguzi huu?	a. <input type="checkbox"/> Yes Ndio      b. <input type="checkbox"/> No Hapana
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**PART 2: TEACHER IDENTIFICATION/ENEO LA 1: UTAMBULISHO WA MWALIMU**

*[Before the observation, ask the teacher the following questions:]*

2.	Name of Teacher Observed: Jina la Mwalimu Alieangaliwa First Jina la kwanza _____ / Last la mwisho _____ /Middle la kati _____
3.	Date of birth Tarehe ya kuzaliwa _____ (day)(siku) _____ (month)(mwezi) _____ (year)(mwaka)
4.	Teacher Code#: _____ (to be provided by TZ21) Msimbo wa mwalimu: _____
5.	Is the class being observed multi-grade? a. <input type="checkbox"/> Yes Ndio      b. <input type="checkbox"/> No Hapana Jee! darasa lenye kuangaliwa ni darasa lenye wanafunzi wa viwango tofauti?
6.	Subject of class to be observed: Somo litakaloangaliwa:      a. <input type="checkbox"/> Reading kusoma b. <input type="checkbox"/> Language/Literature Lugha/Fasihi      c. <input type="checkbox"/> Literacy/ kusoma na kuandika _____

7.	# of students <u>registered</u> in Class: Wanafunzi waliosajiliwa darasani: a. Total/Jumla _____ b. Boys/ wavulana _____ c. Girls/wasichana _____
8.	Language of instruction <b>for this lesson</b> : _____ Lugha ya kufundishia
9.	Number of teachers present in the class for this lesson: _____ Idadi ya walimu darasani
<b>PART 3: CLASSROOM ENVIRONMENT/ ENEO LA 2: MAZINGIRA YA DARASANI</b>	
[Complete this section before teacher begins lesson.] [Jaza sehemu hii kutegemea uangalizi wako binafsi kabla ya mwalimu kuanza kusomesha]	
10.	Region: Mkoa _____
11.	District: Wilaya _____
12.	School Name: Jina la Shule _____
13.	School code: _____ (to be provided by TZ21)
14.	Observer name: Jina la Mwangalizi _____
15.	Observer code/msimbo kodi#: _____
16.	LAC name: Jina la Mtathmini wa ubora _____
17.	LAC code: Code/ msimbo #:
18.	Number of students attending class this day ( <b>count them</b> ): (Idadi ya wanafunzi waliohudhuria masomo siku ya leo) a. total (jumla) _____ b. boys (wavulana) _____ c. girls (wasichana) _____
19.	The classroom/learning space is tidy and clean. a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No Darasa/eneo la kusomea ni lenye mpangilio mzuri na safi kabisa.
20.	The teacher has admitted enough air and light into the room/space (through the windows or doors) for comfort: (Mwalimu ameruhusu katika darasa/eneo la kusomea hewa na mwanga wa kutosha(kupitia madirishani na milangoni). a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No c. <input type="checkbox"/> Not applicable/possible ( haiwezekani/inawezekana)
21.	Both the room/space has a blackboard and the teacher has chalk/marker. (Darasa/eneo la kusomea lina ubao wa kusomea na mwalimu anazo chaki/kalamu ya ubaoni) a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No
22.	All students have seats (Wanafunzi wote wanakaa kwenye viti): a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No (If YES skip to Q. 24) (ikiwa Ndio endelea swali la 24)
23.	Who mainly does not have a seat? (Ni wanafunzi gani hasa hawana viti vya kukalia?) a. <input type="checkbox"/> boys (wavulana) b. <input type="checkbox"/> girls (wasichana) c. <input type="checkbox"/> equal /no difference (ni sawa kwa wote/hakuna tofauti)
24.	Who is mainly seated at the back of the room/space? (Ni wanafunzi gani hasa wanakaa sehemu za nyuma kabisa darasani?) a. <input type="checkbox"/> boys (wavulana) b. <input type="checkbox"/> girls (wasichana) c. <input type="checkbox"/> equal /no difference (ni sawa kwa wote/hakuna tofauti)
25.	Students are seated in: (Wanafunzi wanakaa kwa) a. <input type="checkbox"/> rows (safu) b. <input type="checkbox"/> clusters/groups (vikundi) c. <input type="checkbox"/> circle/semicircle (duara/nusu duara) d. <input type="checkbox"/> pairs (jozi) e. <input type="checkbox"/> Other (nyinginezo) _____

26.	There is space in the classroom for group work. (Ipo nafasi ya kutosha kwa ajili ya kazi za vikundi.) a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No
27.	From the back of the room, it is possible to see what is written on the blackboard: (Wanafunzi wote waliokaa nyuma darasani wanaweza kuona kile kilichoandikwa ubaoni.) a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No c. <input type="checkbox"/> Not applicable (haiwezekani)
28.	From the back of the room, it is possible to hear what is being said at the front of the class. (Wanafunzi wote waliokaa nyuma darasani wanaweza kusikia kile kinachosemwa mbele ya darasa.) a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No c. <input type="checkbox"/> Not applicable ( haiwezekani )
29.	<i>[Ask teacher to show his/her own teacher's book/ lesson plan.]</i> <i>Swali la 29, muombe mwalimu kuonesha kitabu cha mwalimu/ lesson plan.</i> Teacher has his/her own teacher's guide applicable to this class. (Mwalimu anacho kiongozi cha mwalimu kwa matumizi yake kwa darasa hili.) a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No c. <input type="checkbox"/> NA (haiwezekani)
30.	Teacher has his/her own TZ21 scripted lesson from TZ21. (Mwalimu analo somo lililotayarishwa na kuandikwa na TZ21) a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No c. <input type="checkbox"/> NA (haiwezekani)
31.	Teacher has his/her own lesson plan (not from TZ21). ( Mwalimu analo andalio la somo lake mwenyewe (sio lile la TZ21) a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No c. <input type="checkbox"/> NA (haiwezekani)
	<i>For Questions 32, 33, and 34, ask children to hold up book, exercise book/paper/slate, and pencil for the lesson. Count.</i> <i>Swali la 32, 33, na 34 taka wanafunzi wanyanyue juu vitabu/karatasi/vigae, na penseli kwa ajili somo husika. Hesabu.</i>
32.	How many students have textbook or printed material? (Ni wanafunzi wangapi wanavyo vitabu vya darasa au vya kusomea?) a. <input type="checkbox"/> All (wote) b. <input type="checkbox"/> Half or more than half (nusu au zaidi ya nusu) c. <input type="checkbox"/> Less than half ( chini ya nusu) d. <input type="checkbox"/> None (hata mmoja) e. <input type="checkbox"/> NA (haiwezekani)
33.	How many students have an exercise book, paper or slate? (Ni wanafunzi wangapi wanayo madaftari, karatasi au vigae?) a. <input type="checkbox"/> All (wote) b. <input type="checkbox"/> Half or more than half (nusu au zaidi ya nusu) c. <input type="checkbox"/> Less than half ( chini ya nusu) d. <input type="checkbox"/> None (hata mmoja) e. <input type="checkbox"/> NA (haiwezekani)
34.	How many students have pencil or pen? ( Ni wanafunzi wangapi wanazo penseli au kalamu?) a. <input type="checkbox"/> All (wote) b. <input type="checkbox"/> Half or more than half (nusu au zaidi ya nusu) c. <input type="checkbox"/> Less than half ( chini ya nusu) d. <input type="checkbox"/> None (hata mmoja) e. <input type="checkbox"/> NA (haiwezekani)
35.	The following are <u>available</u> in the classroom (but not displayed): Vitu vifuatavyo vinavyopatikana darasani: a. <input type="checkbox"/> big books vitabu vikubwa b. <input type="checkbox"/> small books vitabu vidogo c. <input type="checkbox"/> pocket books vitabu vya mfukoni d. <input type="checkbox"/> letter cards kadi za herufi e. <input type="checkbox"/> posters mabango f. <input type="checkbox"/> slogans g. <input type="checkbox"/> materials provided by TZ 21 vifaa vya kufundishia vilivyotolewa na TZ21

36.	The following are <u>available and displayed</u> in the classroom: (Vitu vifuatavyo vimetandazwa darasani) a. <input type="checkbox"/> big books vitabu vikubwa b. <input type="checkbox"/> small books vitabu vidogo c. <input type="checkbox"/> pocket books vitabu vya mfukoni d. <input type="checkbox"/> letter cards kadi za herufi e. <input type="checkbox"/> posters mabango f. <input type="checkbox"/> slogans g. <input type="checkbox"/> materials provided by TZ 21 vifaa vya kufundishia vilivyotolewa na TZ21
37.	<i>[If materials were ticked for question 34 or 35]:</i> Teaching/learning aids are appropriate to S2 and subject. (Vifaa vya kufundishia na kujifunza ni sawa na kiwango na somo husika) a. <input type="checkbox"/> Yes (Ndio) b. <input type="checkbox"/> Partly (kwa kiasi tu) c. <input type="checkbox"/> Not at all (hata kidogo)
38.	Student work is displayed in the room/space. (Kazi za wanafunzi zimeweka kwa kuonyeshwa darasani.) a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No c. <input type="checkbox"/> Not applicable (haiwezekani)

**PART 4: LESSON OBSERVATION/ ENEO LA 3: WAKATI HALISI WA UANGALIZI WA SOMO**

*Class Start-up. Tick "observed" only once as the action first occurs. At end of observation, tick actions that were not observed)*

*Darasa linaanza ( weka alama ya vema katika neno "lilijitokeza" mara moja tu pale kitendo kinapoanza. Mwishoni mwa uangalizi, weka alama ya vema katika vitendo ambavyo havikujitokeza.)*

39. Observation of lesson starts: \_\_\_\_:\_\_\_\_ (hr:min)  
Uangalizi wa somo unaanza \_\_\_\_: \_\_\_\_ (saa.dakika)

40. Observation of lesson ends: \_\_\_\_:\_\_\_\_ (hr:min)  
Uangalizi wa somo unamalizika \_\_\_\_: \_\_\_\_ (saa.dakika)

<b>Classroom Organization: Students are organized in Mpangilio wa darasa:Wanafunzi wamepangwa kwa...</b>		<b>Observed lilijotekaza</b>	<b>Not observed halikujitokeza</b>
41.	Whole class darasa zima		
42.	Small groups vikundi vidogo		
43.	Paired students jozi		
<b>Instructional Content: Teacher guides students to....</b>			
<b>Mada : Mwalimu anaongoza wanafunzi.....</b>			
44.	Identify differences and similarities of sounds Kuainisha tofauti na mfanano wa sauti		
45.	Pronounce sounds of letters kutamka sauti za herufi		
46.	Write letters Kuandika herufi		
47.	Associate words with letters Kuhusisha maneno na herufi		
48.	Discuss meaning of vocabulary words Kujadili maana ya maneno (msamiati)		

49.	Blend letter-sounds to form syllables and words Kuunganisha herufi- sauti ili kujenga silabi na maneno		
50.	Read sentences Kusoma sentensi		
51.	Read printed material or book Kusoma vitabu		
52.	Answer questions about meaning of text, or draw picture to show they understand a text Kujibu maswali au kuchora picha juu ya maana ya maandiko		
53.	Write words or sentences as dictated Kuandika maneno au sentensi kama zilivyosomwa.		
54.	Create or write own texts (sentence or story) Kutunga au kuandika maandiko yao wenyewe (sentensi au hadithi)		
55.	Speak about own lives, events or stories Kueleza juu ya maisha yao, matukio au hadithi		

**Class Activities: Most students are....**

**Kazi za darasani: karibu wanafunzi wote wana.....**

56.	Listening to teacher read out loud Wanamsikiliza mwalimu anasoma kwa sauti		
57.	Reading out loud together (choral reading) Wanasoma kwa sauti kwa pamoja ( usomaji wa pamoja)		
58.	Reading out loud to another student (paired reading) wanasoma kwa sauti kwa jozi ( usomaji kwa jozi )		
59.	Reading independently (by him/herself) wanasoma mwanafunzi mwenyewe binafsi (mwenyewe binafsi)		
60.	Reading out loud one student at a time wanasoma kwa sauti mwanafunzi mmoja mmoja		
61.	Repeating/Recitation wanarudia/wanasoma		
62.	Answering teacher's questions wanajibu maswali ya mwalimu		
63.	Writing on blackboard (by students) wanaandika ubaoni (wanafunzi wenyewe)		
64.	Writing on paper, in exercise book or slate (by students) wanaandika kwenye karatasi, daftari au vigae (wanafunzi wenyewe)		
65.	Working on group projects (by students) wanafanya kazi kwenye miradi kazi ya vikundi ( wanafunzi wenyewe)		
66.	Playing learning games, skits or songs organized by teacher wanacheza michezo ya kujifunza, maigizo mafupi ya kuchekeka au nyimbo zilizotayarishwa na mwalimu		

**Teaching Methods: Teacher ... Mbinu za kufundishia: Mwalimu**

67.	Introduces lesson by explaining what students will learn anawasilisha somo kwa kueleza nini wanafunzi watasoma		
68.	Begins lesson with prior knowledge or things taught (e.g., yesterday's sound) Anaanza somo kwa kutumia ujuzi walionao wanafunzi au vitu walivyokwishasoma wanafunzi.		
69.	Conducts some or all of the lesson in Kiswahili anafundisha kwa kutumia lugha ya kiswahili		
70.	Conducts some or all of the lesson in local language or mother tongue anafundisha kwa kutumia lugha za kikabila		
71.	Reads aloud to students anasoma kwa sauti kwa wanafunzi		
72.	Demonstrates reading or writing skills anaonesha stadi za kusoma na kuandika		
73.	Asks students questions about lesson Anauliza wanafunzi maswali juu ya somo husika		
74.	Responds to student questions anajibu maswali ya wanafunzi		
75.	Provides explanation if students don't understand anatoa maelezo zaidi ikiwa wanafunzi hawafahamu		
76.	Gives classwork for students to practice on their own, with guidance Anawapa wanafunzi kazi za darasani kwa ajili ya mazoezi na pia kwa kusaidiwa na mwalimu		
77.	Concludes lesson with summary of what was learned anahitimisha somo kwa kutoa ufupisho kwa kile kilichofundishwa		
78.	Praises or compliments students anawapongeza au anawasifu wanafunzi		
79.	Criticizes, scolds or punishes students anapinga, anakemea au anatoa adhabu kwa wanafunzi		
80.	Beats students Anachapa wanafunzi		

**Assessment: Teacher assesses student learning by....****Tathmini: Mwalimu anatathmini usomaji wanafunzi kwa ...**

81.	Asking questions during the lesson kuuliza maswali wakati wa masomo		
82.	Monitoring students as they work to check understanding kufuatilia wanafunzi wakiwa wanafanyakazi ili kuangalia ufahamu wao		
83.	Observing student activities kuangalia kazi za wanafunzi		

84.	Listening to individual students read aloud kusikiliza mwanafunzi mmoja mmoja akisoma kwa sauti		
85.	Using a reading assessment tool kutumia zana ya tathmini ya usomaji		
86.	Giving quiz or test to class kutoa chemsha bongo au jaribio		

**Teaching Learning Material Use: Teacher uses...**

**Matumizi ya nyenzo za kufundishia na kusoma: Mwalimu anatumia....**

87.	Blackboard Ubao		
88.	Textbook kitabu cha kiada		
89.	Big books vitabu vikubwa		
90.	Small books vitabu vidogo		
91.	Pocket books vitabu vya mfukoni		
92.	Letter cards/flash cards kadi za herufi/kadi maalum		
93.	Poster/wall charts (with letters, words, pictures) bango/chati za ukutani(zilizo na herufi, maneno, picha)		
94.	Supplementary reading resources Vitabu vya ziada vya kusomea		
95.	Work sheets makaratasi ya kufanyia kazi		
96.	Student exercise books and/or slates madaftari ya kuandikia ya wanafunzi na/au vigae		
97.	Manipulatives (e.g. real objects, sandbox, etc.) Nyenzo nyingine (vitu halisi,boksi la mchanga, n.k)		
98.	Computers from mobile labs provided by TZ21 [ <i>verify with teacher</i> ]		
99.	Computers from Bridge IT provided by TZ21 [ <i>verify with teacher</i> ]		
100.	Other ICT (computer or digital) equipment		

**Teacher Position: Teacher is...**

**Nafasi ya Mwalimu:Mwalimu ....**

101.	Sitting or standing in front of class or at blackboard Anakaa au anasimama mbele ya darasa au karibu na ubao		
102.	Moving throughout the classroom/space Anazunguka darasani kote		

**PART 5: OBSERVER REFLECTIONS ON LESSON / ENEO LA 4: MAONI YA MWANGALIZI JUU YA SOMO**

*[Provide your overall impressions of Lesson. Answer immediately after the end of lesson and always before observing another teacher]*

*[Maoni kwa ujumla juu ya somo(weka majibu mara tu baada ya kumalizika ufundishaji na kabla ya kumwagalia mwalimu mwengine)]*

	<p><i>For Question 104, ask to see the teacher's lesson plan or reading script for the lesson just taught</i></p> <p><i>Swali la 104, omba kuona andalio la somo la mwalimu au maandiko ya kusoma kwa ajili ya somo lililokwisha kufundishwa.</i></p>
103.	<p>Teacher taught the same lesson as indicated in the lesson plan or script</p> <p>a. <input type="checkbox"/> Mostly b. <input type="checkbox"/> Partly c. <input type="checkbox"/> Not at all d. <input type="checkbox"/> No plan or script</p> <p>Mwalimu alisomesha somo lile linalojionesha katika andalio lake la somo au maandiko.</p> <p>a. <input type="checkbox"/> kwa kiasi kikubwa b. <input type="checkbox"/> kwa kiasi tu c. <input type="checkbox"/> hata kidogo d. <input type="checkbox"/> hamna andalio la somo wala maandiko</p>
104.	<p>Class activities and discussion followed the lesson plan or script.</p> <p>a. <input type="checkbox"/> Mostly b. <input type="checkbox"/> Partly c. <input type="checkbox"/> Not at all d. <input type="checkbox"/> No plan or script</p> <p>Kazi za darasani na majadiliano zilizopamoja na andalio la somo au maandiko.</p> <p>a. <input type="checkbox"/> kwa kiasi kikubwa b. <input type="checkbox"/> kwa kiasi tu c. <input type="checkbox"/> hata kidogo d. <input type="checkbox"/> hamna andalio la somo wala maandiko</p>
105.	<p>Teaching-learning aids and/or supplementary materials were prepared and ready to use for the lesson. a. <input type="checkbox"/> Yes b. <input type="checkbox"/> No c. <input type="checkbox"/> No aids</p> <p>Nyenzo za kufundishia na kusomea na/au nyenzo za ziada zilitayarishwa na ziko tayari kutumiwa kwa ajili ya somo husika.</p> <p>a. <input type="checkbox"/> Ndio b. <input type="checkbox"/> Hapana c. <input type="checkbox"/> Hapana nyenzo zozote</p>
106.	1. Name of LAC:
107.	2. LAC code:
108.	3. Reviewed: Signature of LAC: Saini ya Mtathmini wa ubora _____
109.	4. Date reviewed by LAC: _____
110.	5. CALLBACK NEEDED : 1 <input type="checkbox"/> yes 2 <input type="checkbox"/> no

*Thank the teacher and confirm the time and place for the follow-up interview.*

*Mshukuru mwalimu na hakikisha muda na jipange kwa usaili wa ufuatiliaji.*