



CLASS SERIES AUDIT FORM
ICEA Doula Certification Program

Instructor's Name _____

Candidate _____

Address _____

ID # _____

Address _____

Use one form per class series.

PART I

Please check ALL that apply

- | | |
|---|---|
| <p>1. What was the atmosphere during class series?
Are the parents:</p> <ul style="list-style-type: none"><input type="checkbox"/> Excited, stimulated<input type="checkbox"/> Interested<input type="checkbox"/> Restless, bored<input type="checkbox"/> Confused<input type="checkbox"/> Hostile, anxious<input type="checkbox"/> Withdrawn <p>3. The tone of the class as a group was:</p> <ul style="list-style-type: none"><input type="checkbox"/> Attentive<input type="checkbox"/> Talkative<input type="checkbox"/> Shy<input type="checkbox"/> Noisy<input type="checkbox"/> Relaxed<input type="checkbox"/> Ill at ease <p>5. How well did the educator appear to be prepared?</p> <ul style="list-style-type: none"><input type="checkbox"/> Not at all<input type="checkbox"/> Insufficient<input type="checkbox"/> Adequate<input type="checkbox"/> Well-prepared<input type="checkbox"/> Outstanding | <p>2. The pace of the class series was:</p> <ul style="list-style-type: none"><input type="checkbox"/> Slow and tedious<input type="checkbox"/> Adequate<input type="checkbox"/> Stimulating<input type="checkbox"/> Brisk, challenging<input type="checkbox"/> Frantic, frustrating<input type="checkbox"/> Repetitious <p>4. Teaching techniques used by the educator were:</p> <ul style="list-style-type: none"><input type="checkbox"/> Lecture<input type="checkbox"/> Lecture/discussion<input type="checkbox"/> Guided discussion<input type="checkbox"/> Buzz groups<input type="checkbox"/> Role play<input type="checkbox"/> Demonstration/return demonstration<input type="checkbox"/> Other: <p>6. How familiar did the educator seem with the material?</p> <ul style="list-style-type: none"><input type="checkbox"/> Familiar with notes<input type="checkbox"/> Dependent on notes<input type="checkbox"/> Does not use notes<input type="checkbox"/> Needs to refer to notes more often<input type="checkbox"/> Answers questions adequately |
|---|---|

PART II

- | | | |
|-----|----|--|
| Yes | No | 1. Was the educator neatly dressed? |
| Yes | No | 2. Was the educator well groomed? |
| Yes | No | 3. Did the educator sit/stand where everyone could hear? |
| Yes | No | 4. Did the educator sit/stand where everyone could see? |
| Yes | No | 5. Did the educator make an effort to physically draw the group together? (i.e., ask couples to move closer, rearrange chairs, sit on floor) |

PART III

List the audiovisual aids used in this class series:

1. Describe the appropriateness of the aids to the material being covered:
2. Could the parents see and/or hear the aids when used?
3. Did the aids enhance or detract from the material being presented?
4. Could the aids have been used more effectively? How?

PART IV

Describe any content areas that were unclear:

Describe any content areas that were especially clear:

Summarize the areas where improvement is needed:

Summarize the educator's areas of strength:

Describe the classroom environment (e.g., lighting, temperature, cleanliness, space)

Title of Class _____ Date of class series _____

Class Instructor's Signature _____ Date _____