**SESSIONAL INSTRUCTOR IN-CLASS TEACHING EVALUATION** (Courtesy: University of British Columbia)

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| **Sessional Instructor:** | **Observer’s Name:** |
| **Course Name / No.:** | **Date of Observation:** |

# INSTRUCTIONS FOR OBSERVER:

* Ensure the instructor is provided with the In-class Evaluation Notice document at least 5 days prior.
* Use the criteria charted below (unless you have developed other justifiable criteria and included in the In-class Evaluation Notice) to assess the instructor where 1 = Not acceptable and 5 = Strong.
* Provide comment on the topics below and discuss them with the instructor immediately after the class or, if not possible then, later the same day.

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| --- | --- | --- | --- | --- | --- | --- |
| Presents the material in an organized fashion. | 1 | 2 | 3 | 4 | 5 | N/A |
| Makes the main point(s) of each class clear. | 1 | 2 | 3 | 4 | 5 | N/A |
| Is knowledgeable of the subject matter, as far as I can tell. | 1 | 2 | 3 | 4 | 5 | N/A |
| Engages students e.g. Asks questions of students to get them involved. | 1 | 2 | 3 | 4 | 5 | N/A |
| Clarifies concepts and creates interest using examples, metaphors, and/or demonstrations. | 1 | 2 | 3 | 4 | 5 | N/A |
| Uses visual aids well, if used (doesn’t stand in front of overhead screen, refers to visual, visual is relevant, legible, etc.) | 1 | 2 | 3 | 4 | 5 | N/A |
| Presents the subject/material in a way understandable by the students (doesn’t skip steps, does explain process, etc) | 1 | 2 | 3 | 4 | 5 | N/A |

# COMMENTS:

Strongest parts of today’s class:

Something that engaged you about the class:

Something you think the instructor could use help with:

An idea you think could help the instructor:

Other Comments?