

Facilitating Group Discussion

Evaluation of TA by Professor

Name of teaching assistant:
Name of supervisor:
Date of evaluation:
Course (title and code):
Faculty, department or school:

1. Choose the appropriate level.

My assistant is:

- Beginner (1st time as a TA)
- Intermediate (2nd or 3rd time as a TA)
- Advanced (more than 3 times as a TA)

2. Choose the best answer for each of the following criteria:

	Excellent	Good	Satisfactory	Insufficient	N/A
The TA knows the course content.	<input type="checkbox"/>				
The TA prepares the group discussion session.	<input type="checkbox"/>				
The TA summarizes the concepts learned in class.	<input type="checkbox"/>				
The TA engages students in structured discussions.	<input type="checkbox"/>				
The TA handles interactions in an organized and constructive way.	<input type="checkbox"/>				
The TA answers the students' questions.	<input type="checkbox"/>				
The TA encourages students to think critically.	<input type="checkbox"/>				
The TA manages the unexpected.	<input type="checkbox"/>				
The TA encourages students to participate.	<input type="checkbox"/>				

3. Identify the TA's strengths and area(s) for improvement.

Strengths in the TA's work:	
Area(s) for improvement and proposed strategies:	

Supervisor's signature: _____

Teaching assistant's signature: _____

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Facilitating Group Discussion

Evaluation of TA by Students

Name of teaching assistant:
Date of the evaluation:
Course (title and code):
Faculty, department or school:

1. Choose the best answer for each of the following criteria:

	Excellent	Good	Satisfactory	Insufficient	NA
My TA knows the course content.	<input type="checkbox"/>				
My TA prepares the group discussion session.	<input type="checkbox"/>				
My TA helps me summarize the concepts learned in class.	<input type="checkbox"/>				
My TA encourages me to participate in discussions.	<input type="checkbox"/>				
My TA handles interactions in an organized and constructive way.	<input type="checkbox"/>				
My TA answers my questions.	<input type="checkbox"/>				
My TA uses strategies that help me think critically.	<input type="checkbox"/>				

2. Additional comments:

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Self-Evaluation

Name of teaching assistant:
Name of supervisor:
Date of self-evaluation:
Course (title and code):
Faculty, department or school:

1. Choose the appropriate level.

As a TA, I am:

- Beginner (1st time as a TA)
 Intermediate (2nd or 3rd time as a TA)
 Advanced (more than 3 times as a TA)

2. Choose the best answer for each of the following criteria:

	Excellent	Good	Satisfactory	Insufficient	NA
I know the course content.	<input type="checkbox"/>				
I prepare the group discussion session.	<input type="checkbox"/>				
I summarize the concepts learned in class.	<input type="checkbox"/>				
I engage students in structured discussions.	<input type="checkbox"/>				
I handle interactions in an organized and constructive way.	<input type="checkbox"/>				
I answer the students' questions and help clarify difficult concepts.	<input type="checkbox"/>				
I encourage students to think critically.	<input type="checkbox"/>				
I manage the unexpected.	<input type="checkbox"/>				
I encourage students to participate.	<input type="checkbox"/>				

3. Identify your strengths and area(s) for improvement.

Strengths in your work as a TA:	
Area(s) for improvement and proposed strategies:	

Teaching assistant's signature: _____

Supervisor's signature: _____

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