

**EMS INSTRUCTOR-COORDINATOR CANDIDATE
STUDENT TEACHING EVALUATION FORM**

LECTURE PRESENTATION

Name of IC Candidate _____ Date _____
 Name of IC Evaluator _____ Course Approval # _____
 Course Location _____
 Topic Presented _____

Each criterion listed below should be evaluated on a scale from 0 to 3, according to reasonable expectations of an instructor-coordinator candidate and the scale given below. Use the comments beside each criterion to justify your ranking. Use the "NA" ranking if the criterion does not apply to the presentation.

RATING SCALE

3 = Exceeded expectations 2 = Satisfactory performance 1 = Incomplete 0 = Not performed

CRITERIA	3	2	1	0	NA	COMMENTS
PREPARATION						
Were equipment and materials all in place or ready?						
Rate the quality of the objectives.						
Rate the quality of the test questions.						
Rate the completeness of the lesson plan.						
PRESENTATION						
Did the instructor introduce himself?						
Did the instructor tell the group enough about the lesson to make it interesting yet keep the instruction brief?						
Did the instructor find out what the group knew about the presentation at hand?						
Did the instructor demonstrate and/or present one important piece of information at a time?						
Was the material presented in an organized fashion?						
How well did the instructor stress the key points?						
Did the instructor summarize the information at various points during the presentation?						
Did the instructor explain the information clearly and completely?						
Did the instructor summarize the entire presentation?						
Did the instructor follow the lesson plan?						
Did the instructor adhere to the time limit?						
QUESTIONING						
Did the instructor use questioning to spot-check his instruction or stress important points?						
Did the instructor encourage active participation by the use of questions?						

CRITERIA	3	2	1	0	NA	COMMENTS
Did the instructor encourage students who supplied wrong answers?						
INSTRUCTIONAL MEDIA						
Did the media have a direct relationship with the topic?						
Did the instructor present the media at an appropriate time for the learner to understand its relationship to the subject?						
Did the instructor use the media effectively (proper introduction etc.)?						
Was the media used with little or no disruption of the presentation (was the media preset, equipment working, etc.)?						
COMMUNICATION						
Did the instructor speak clearly, distinctly, and with sufficient volume?						
Did the instructor speak at an appropriate pace?						
Did the instructor maintain adequate eye contact with the group?						
Did the instructor avoid distracting habits (e.g. saying "um" or "okay" etc.)?						
APPEARANCE						
Did the instructor appear at ease?						
Was the instructor neatly attired?						

ADDITIONAL FEEDBACK FOR THE I/C CANDIDATE

OVERALL SCORE: PASS _____ FAIL _____

Signature of the Instructor-Coordinator Evaluator _____ Date _____