## Criteria for Observing and Evaluating Graduate Teaching Associates

<table>
<thead>
<tr>
<th>Content</th>
<th>Excellent</th>
<th>Good</th>
<th>Adequate</th>
<th>Needs Work</th>
<th>NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preparedness</td>
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<td>Responses to student questions</td>
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<tr>
<td>Appropriate use of materials</td>
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<td>Comments:</td>
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### Methods of Presentation

<table>
<thead>
<tr>
<th>Organization of time / Presentation of activities</th>
<th>Excellent</th>
<th>Good</th>
<th>Adequate</th>
<th>Needs Work</th>
<th>NA</th>
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<tbody>
<tr>
<td>Pacing</td>
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<tr>
<td>Established a reasonable time frame for accomplishing the task</td>
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<td>Saved adequate time to process the activity as a class</td>
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<td>Provided students with vocabulary and language strategies necessary for activity</td>
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<td>Set up the activity in clear, manageable steps</td>
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<td>Clear oral and visual instructions</td>
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<td>Established the connection between the day’s lesson and previous lessons or activities</td>
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<td>Made objectives clear</td>
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<td>Comments:</td>
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</table>

### Lecture

<table>
<thead>
<tr>
<th>How well does the lecture fit into the purposes and goals of the class?</th>
<th>Excellent</th>
<th>Good</th>
<th>Adequate</th>
<th>Needs Work</th>
<th>NA</th>
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</thead>
<tbody>
<tr>
<td>How appropriate is the lecture in terms of length and tone?</td>
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</table>
**Comments:**

<table>
<thead>
<tr>
<th><strong>Grammar</strong></th>
<th>Excellent</th>
<th>Good</th>
<th>Adequate</th>
<th>Needs Work</th>
<th>NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the grammar lesson appropriate for the needs and goals of the class?</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Interaction with Students</strong></th>
<th>Excellent</th>
<th>Good</th>
<th>Adequate</th>
<th>Needs Work</th>
<th>NA</th>
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</thead>
<tbody>
<tr>
<td>Encouraged cooperation and mutual support among the students</td>
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<td>Structured opportunities for student participation</td>
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<td>Gave adequate feedback to students' responses and questions</td>
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<td>Took an active role in helping students complete their activity</td>
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<td>Kept the students involved in the discussions and activities</td>
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<td>Handled disruptions or any classroom problems</td>
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<td>If there was group work, was it clearly defined?</td>
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<td>How effective was the involvement of the instructor with the students during group work?</td>
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<tr>
<td>Comments:</td>
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<table>
<thead>
<tr>
<th><strong>In-Class Writing and other Assignments</strong></th>
<th>Excellent</th>
<th>Good</th>
<th>Adequate</th>
<th>Needs Work</th>
<th>NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>How well did the writing task and assignments fit with the purposes/goals of the course?</td>
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<table>
<thead>
<tr>
<th><strong>Appropriateness of Teaching</strong></th>
<th>Excellent</th>
<th>Good</th>
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</tr>
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<tbody>
<tr>
<td>Does the instructor teach this class in a way that is in keeping with the articulated goals of the Writing Program?</td>
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</table>
Comments:

Overall Evaluation and Recommendations: