

Student Name: _____

Student Year: _____

RESEARCH QUALIFIER: TEACHING ASSISTANTSHIP

Teaching: The experience of teaching in a classroom environment. This includes demonstration of as many as possible of the following: lecturing, recitation instruction, homework, and exam design, grading, office hours, curriculum design. Each student must serve as a teaching assistant (TA) in one course relevant to the Robotics Program. Allowable courses will be defined by Program Chair. Students may arrange to serve as a TA by contacting the Program Coordinator at the beginning of the semester before the semester in which the student will act as a TA. The student is not required to spend more than twenty hours, but is not prohibited from doing so. The instructor should provide feedback to the student concerning the quality of the student's teaching. The instructor should report to the Program Coordinator his or her evaluation of whether the student has carried out the TA activities successfully.

This form provides feedback to the student in his/her role as a TA. Please include constructive comments, both positive and negative, about the TA's performance, with an aim toward helping him/her improve these skills. Please skip any items that are not applicable, or where you have insufficient information to evaluate the student.

Course Number: _____

Date (Semester): _____

Course Name: _____

1. Preparation of Assignments: In generating homework or exam problems, was the TA thorough, prompt, creative, etc.? Were the assignments challenging, yet fair? Please indicate the extent to which the student was involved in assignment preparation.

Excellent

Good

Satisfactory

Unsatisfactory

Explanation: _____

2. Recitations: Was the TA well prepared? Did he/she exhibit good presentation skills? Did the recitations sufficiently add to the course experience?

Excellent

Good

Satisfactory

Unsatisfactory

Explanation: _____

3. Grading: Was the TA thorough, prompt and fair in grading assignments? Did the TA provide the students with adequate feedback along with the grades?

Excellent

Good

Satisfactory

Unsatisfactory

Explanation: _____

4. Office Hours: Was the TA always available during posted office hours? Did he/she adequately answer student questions in a clear manner?

Excellent

Good

Satisfactory

Unsatisfactory

Explanation: _____

5. Knowledge of Material: In the various capacities (assignments, recitations, office hours), did the TA exhibit adequate understanding of the course material? Did the TA adequately fill in any gaps he/she might have had before the course began?

Excellent

Good

Satisfactory

Unsatisfactory

Explanation: _____

6. Other: Please comment on other aspects of the student's TA experience that may be relevant, such as communication skills, and demonstrations of leadership and initiative needed for the course, etc.

Excellent

Good

Satisfactory

Unsatisfactory

Explanation: _____

7. Your overall evaluation

Excellent

Good

Satisfactory

Unsatisfactory

Instructor's Signature: _____

Date: _____

Approved by the Program Chair: _____

Date: _____