



**Michigan State University  
 Department of Kinesiology  
 TEACHING ASSISTANT EVALUATION FORM – PROFESSIONAL COURSES**

Instructor \_\_\_\_\_ Date \_\_\_\_\_

Evaluator \_\_\_\_\_

KIN \_\_\_\_\_ Section \_\_\_\_\_ Title \_\_\_\_\_ Class Size \_\_\_\_\_

Location \_\_\_\_\_

Scheduled start time \_\_\_\_\_ Actual start time \_\_\_\_\_ Scheduled end time \_\_\_\_\_ Actual end time \_\_\_\_\_

Topic \_\_\_\_\_

Instructor Dress \_\_\_\_\_

Attendance Procedure \_\_\_\_\_

**Syllabus**

| <b>Category</b>  | <b>Weak ... Strong</b> | <b>Comments</b> |
|--|------------------------|-----------------|
| Organization – Is syllabus organized in a clear and logical manner?          | 1 2 3 4 5              |                 |
| Course objectives – Are course objectives and learning goals clearly stated? | 1 2 3 4 5              |                 |
| Emphasis – Are important dates and deadlines emphasized?                     | 1 2 3 4 5              |                 |
| Class outline – Is an outline of the entire class semester provided?         | 1 2 3 4 5              |                 |
| Instructor information – Is contact information for the instructor provided? | 1 2 3 4 5              |                 |

**Class Organization**

| <b>Category</b>   | <b>Weak ... Strong</b> | <b>Comments</b> |
|---|------------------------|-----------------|
| Class introduction – Is the topic of the session clearly introduced?                                | 1 2 3 4 5              |                 |
| Learning goals/class objectives – Are the class objectives clearly stated?                          | 1 2 3 4 5              |                 |
| Class preparation – Is the instructor well prepared for class?                                      | 1 2 3 4 5              |                 |
| Material presentation – Is material presented/facilitated in an orderly manner?                     | 1 2 3 4 5              |                 |
| Class time – Is class time well spent?  | 1 2 3 4 5              |                 |
| Objective/material agreement – Is there agreement between announced objectives and material taught? | 1 2 3 4 5              |                 |
| Class closure – Does instructor summarize major points of session?                                  | 1 2 3 4 5              |                 |

### Class Content

| <b>Category</b>  | <b>Weak ... Strong</b> | <b>Comments</b> |
|--|------------------------|-----------------|
| General concepts – Are general principles and other forms of broad knowledge presented?                      | 1 2 3 4 5              |                 |
| Specific examples – Are specific examples given to support and explain general ideas?                        | 1 2 3 4 5              |                 |
| Discussion – Does class session stimulate discussion?  | 1 2 3 4 5              |                 |
| Demands of class session – Is the material presented at the appropriate level of complexity for class level? | 1 2 3 4 5              |                 |

### Class Presentation

| <b>Category</b>  | <b>Weak ... Strong</b> | <b>Comments</b> |
|--|------------------------|-----------------|
| Manner – Is class session conducted in a lively manner?                          | 1 2 3 4 5              |                 |
| Class contact – Are gestures, voice tone, and eye contact used to involve class? | 1 2 3 4 5              |                 |

### Audio-Visual Materials/Technology

| <b>Category</b>  | <b>Weak ... Strong</b> | <b>Comments</b> |
|--|------------------------|-----------------|
| Utilization – Are audio-visual aids or technology utilized in class?     | 1 2 3 4 5              |                 |
| Complement – Do these aids complement instruction?                       | 1 2 3 4 5              |                 |
| Interaction – Are students able to interact and keep up with technology? | 1 2 3 4 5              |                 |

### Class Participation

| <b>Category</b>  | <b>Weak ... Strong</b> | <b>Comments</b> |
|--|------------------------|-----------------|
| Student/instructor interaction – Do students feel comfortable participating in class?  | 1 2 3 4 5              |                 |
| Student interest – Do students seem interested in material?                            | 1 2 3 4 5              |                 |
| Solicitation – Does instructor encourage or solicit student involvement?               | 1 2 3 4 5              |                 |
| Concern – Does instructor seem concerned with whether students learn material?         | 1 2 3 4 5              |                 |
| Understanding – Does instructor seem to know when students do not understand material? | 1 2 3 4 5              |                 |

Please comment on compliance with the Code of Teaching Responsibility \_\_\_\_\_

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Comment on at least one strength \_\_\_\_\_

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Comment on at least one weakness \_\_\_\_\_

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Cite at least one suggestion to improve instruction \_\_\_\_\_

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Evaluator's signature \_\_\_\_\_ Date \_\_\_\_\_

**Return this completed form to 134 IM Sports Circle**

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| For office use: DISTRIBUTION<br>Original – TA file in 134 IM Circle<br>Copy 1 – Teaching Assistant |
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Revised FS02