

INSTRUCTIONS

GTA WORKSHOP CLASSROOM EVALUATION

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*For the Classroom Evaluation, **you should prepare an 8 to 10-minute lesson in which you explain a principle or a central concept in the field in which you will teach.** The lesson should be delivered as though to a class of undergraduate students who have no substantial knowledge of the concept and must be complete with introductory and closing remarks. You must be professionally dressed as a professor in the classroom.*

SELECTING A TOPIC

Your topic should be geared toward beginning students in your field of study. You may not present on topics such as hobbies, how you spent summer vacation, etc. The goal in choosing a topic is not to impress the evaluators with advanced knowledge, but to choose something that is familiar and narrow in scope so that the evaluators can understand and evaluate your teaching ability. You are not evaluated on your choice of topic, but a complex topic may cause the evaluators to have difficulty understanding your content, therefore lowering the evaluation score.

TOPIC TIPS

- Topics should be narrow in focus so that the topic can be covered in 8 to 10 minutes.
- Topics should be easy for a general audience to understand.
- Topics should not involve highly complex language to the point that most of the presentation is spent explaining vocabulary and background.
- You should be comfortable with the topic you choose.

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DESIGNING YOUR LESSON

The evaluation is designed to be a lesson, not a presentation. Successful teachers will plan on engaging students throughout the lesson through asking questions and encouraging discussion. Visual aids such as PowerPoint slides, board usage, and handouts are welcome and often appropriate, but are not required. You should be prepared for the evaluators/fellow TAs to ask questions at the end of your lesson. **All classrooms are equipped with a computer and projector, white board, and document camera. White board markers will be available, but if you depend on them for your lesson, it is recommended to bring your own.**

Classroom Evaluation lessons should be 8 to 10 minutes in length. **Please note that you will be penalized if your lesson is less than 8 minutes or more than 10 minutes.** At 10 minutes your evaluator will interrupt and begin the interactive 3 to 5-minute question and answer session. The maximum time for each lesson including the Q&A portion is 15 minutes.

TEACHING TIPS

- **Carefully review the Classroom Evaluation Rubric to ensure that you have prepared your lesson to receive 3s and 4s in each factor of evaluation.**
- **Please bring your lesson on a USB drive to load on the computer in the classroom at the beginning of all presentations.**
- Your lesson should be well organized.
- You are permitted to use visual aids that can enhance a lesson.
- You must be professionally dressed as a professor in the classroom.
- Practice, Practice, Practice – if you are not prepared the evaluators will know and you will not be successful in the Classroom Evaluation.