

## Instructor Development — Final Evaluation of One-Hour Lesson Plan

Student: \_\_\_\_\_ Certificate #: \_\_\_\_\_

Topic:	Value	Score
<b>Title or Subject</b>	2	
<b>General Goal/Objective</b>	3	
<b>Specific Goal/Objective</b>	5	
<b>Gain Attention Technique</b> — <i>Was it effective and related to the lesson material?</i> <b>1-2 points:</b> Attention gained is not related to the lesson's learning goals. <b>3-4 points:</b> Attention relevant to lesson but NOT necessarily meaningful/relevant for ALL students'. <b>5-6 points:</b> Attention gained in manner relevant to lesson's goals and IS meaningful for all students.	6	
<b>Motivation</b> — <i>Does the plan relate WHY it is necessary to learn the new material, and HOW the lesson will be helpful in the student's life?</i> NOTE: <b><i>This involves more than getting the students' attention.</i></b> <b>1-2 points:</b> Minimal effort made to show how and why lesson is important for the student to learn. <b>3-4 points:</b> Plan addresses EITHER the WHY OR the HOW listed above but NOT both. <b>5-6 points:</b> Plan explicitly indicated how BOTH why and how the lesson is important.	6	
<b>Achievement of Specific Aims</b> Does the lesson plan achieve the goals specified?	10	
<b>Initial Tie-In / Recall Prerequisites</b> Does the plan tie the new material into material previously learned? <b>1 point:</b> Instructor reviews previous material relevant to this lesson? <b>2 points:</b> ABOVE PLUS identifies specific information that is a prerequisite for this lesson. <b>3 points:</b> ABOVE PLUS students are involved in relating previous knowledge to present lesson.	3	
<b>Teaching Aids</b> Are the aids to be used listed prominently? Does the use of each aid help achieve the specific goals, or would a different aid be better in the teaching situation covering the instructional goals stated for the lesson?	8	
<b>Provide for Practice and Feedback</b> Opportunities for students to practice material and receive feedback? <b>1-3 points:</b> Opportunities provided to practice material in way presented; minimal or no feedback provided. <b>4-6 points:</b> Opportunities provided to practice material in different ways with plans included for feedback. <b>7-8 points:</b> Opportunities to practice material in different ways (e.g., application) with feedback provided.	8	
<b>Check for Understanding</b> — <i>Are techniques listed for checking if students understand the material?</i> <b>1 point:</b> Instructor asks, "Are there any questions?" <b>2-4 points:</b> Instructor only asks questions requiring rote memory or factual information. <b>5-7 points:</b> Instructor's questions require students to relate different information/concepts to one another. <b>8-10 points:</b> Students asked to relate information/concepts WITH follow-up, feedback, and/or discussion.	10	
<b>Elicit Student Engagement / Questions</b> — <i>Are specific questions listed to engage students and elicit their feedback?</i> <b>1-2 points:</b> Student is called on to answer question before questions is asked. <b>3-4 points:</b> Only low-level, factual questions are asked with minimal plans for follow-up or feedback. <b>5-7 points:</b> A mixture of question types are used with a plan for follow-up and feedback. <b>8-10 points:</b> A mixture of question types used with EXPLICIT use of "wait time" and follow-up/feedback.	10	
<b>Logical Development</b> Is the lesson plan developed logically?	5	
<b>Medial Summaries</b> Has material been briefly summarized before moving on to another topic?	3	
<b>Final Summary</b> <b>1-2 points:</b> Instructor summarizes the main points of the lesson <b>3-4 points:</b> Students are asked to summarize, articulate, or discuss key points of the lesson	4	
<b>Preview of Next Lesson (if appropriate, as in a course where there are a series of lessons)</b>	2	
<b>Homework (if appropriate, as in a course where homework is expected, included, or assigned)</b>	2	
<b>Timing</b> Is timing appropriate to cover a topic adequately in the time allotted?	8	
<b>Adequate Explanation</b> Could the plan be easily used by a different instructor?	5	
<b>Evaluator's Comments</b>	100	

Minimum passing score is 80. If total score is less than 80, please make specific comments that will help the student to revise his/her plan. The plan, along with your comments will be returned to the student's SEO so that it can be revised and resubmitted.

Evaluator's Comments (continued)