

# Micro-teaching Evaluation Sheet

This sheet is used to assess the teacher's performance during a micro-teaching practice. Please complete this evaluation sheet below based on observations of the teacher's performance.

Teacher's Name: \_\_\_\_\_

Rate the teacher's performance based on the following criteria in the table below.

5=strongly agree

4=agree

3=neutral

2=disagree

1=strongly disagree

	5	4	3	2	1
<b>Delivery</b>					
Spoke clearly.					
Spoke at an appropriate volume.					
Spoke with appropriate pace.					
Guestured with hands and arms.					
Established sufficient and appropriate eye contact with learners.					
Used facial gestures or expressions.					
<b>Planning</b>					
Planned appropriate amount of contents.					
Established clear learning goals.					
Selected and prepared appropriate class materials.					
<b>Classroom management</b>					
Managed time well.					
Created attention and motivation.					
Explained subject matter in familiar understandable language.					
Used handouts that were helpful and easy to follow.					
Used resenation software and supporting media that were effectively and purposeful.					
Used legible writing.					
Used praise and encouragement.					
Indicated transition from one topic to the next clearly.					
Taught at a level appropriate to the target learners.					
<b>Interaction</b>					
Encouraged learners to ask questions.					
Used a variety of activities in class.					
Asked if students understand before proceeding to next topic.					
Used headings and subheadings to organize lectures.					
Explained how each topic fits into the course as a whole.					
Communicated enthusiastically with voice and other non-verbal techniques.					

What advantages have you observed in the teacher's performance?

Can you recommend any ways to improve the teacher's performance?

Additional Comments:

#### References

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