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CENTRAL PHILIPPINE UNIVERSITY
5000 Iloilo City, Philippines

TEACHER'S EVALUATION INSTRUMENT
Effective Second Semester Academic Year 2020-2021

Teacher's Name_____Class Time:_____Subject: _____

Semester_____ Academic Year_____No. of Students in Class_____Date _____

CRITERIA Use the scale below to rate the extent by which your teacher shows the indicated behaviors. 1- Very Low Extent…..Means that the behavior is rarely or never shown by the teacher (Less than 20% of the time) 2- Low Extent………....Means that the behavior is sometimes shown by the teacher (20% - 49% of the time) 3- Moderate Extent …..Means that the behavior is often shown by the teacher (50- 69% of the time) 4- High Extent………… Means that the behavior is shown most of the time by the teacher (70-89% of the time) 5- Very High Extent…..Means that the behavior is shown all the time or almost all the time (90% - 100% of the time)	1 Very Low Extent	2 Low Extent	3 Moder ate Extent	4 High Extent	5 Very High Extent
I. PROFESSIONAL RESPONSIBILITIES …20%					
1. Observance of applicable University Rules and Regulations during the conduct of online classes					
2. Punctuality and attendance in online classes					
3. Respect of students' spiritual and cultural values, their dignity and emotional well-being					
4. Documentation of each student's progress					
5. Compassion to learners and commitment in developing their potential					
6. Honesty, fairness and professionalism in dealing with students and others					
7. Application of high standard of teaching practice					
II. PLANNING AND PREPARATION - - - 20%					
8. Ability to relate course objectives and lessons to the University's Vision, Mission, and Objectives					
9. Alignment of class activities and assessment with the learning outcomes					
10. Integration of Christian values in teaching					
11. Ability to relate lessons to real- life situations					
12. Availability of the course syllabus during the start of the online class					
13. Availability of the material provided by the teacher for students who are unable to connect which are equivalent to the synchronous session					
14. Accommodation for learners' diverse needs and characteristics					
15. Practice of utilizing research findings and other readings to enrich his/her lessons aside from the textbook					
III . DELIVERY OF INSTRUCTION …… 30%					

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16. Mastery of the subject matter/lesson being taught					
17. Skill in asking appropriate questions about the lesson					
18. Ability to enhance critical and creative thinking among students					
19. Ability to elicit students' maximum participation and sustain high level of interaction in class					
20. Clarity and organization in the presentation of the lesson/subject matter					
21. Use of varied and effective techniques and/or strategies of teaching					
22. Ability to make proper adjustment of teaching approaches and strategies to students' needs, abilities and capabilities					
23. Use of varied and appropriate teaching aids					
24. Effective spoken communication using an appropriate language in delivering lessons					
25. Expertise in the use of the features of the learning management system					
26. Utilization of appropriate technology to maximize learning					
IV . ASSESSMENT-----------------20%					
27. Use of appropriate tools in monitoring and assessing students' learning progress					
28. Fairness in scoring and grading students' outputs					
29. Inclusion in the exam of topics that are discussed and covered only					
30. On time checking and returning of test papers (within two weeks after exam)					
31. Practice of giving timely and appropriate feedback of students' work					
32. Practice of reviewing and discussing test results to verify and evaluate students' mastery of the lessons					
33. Practice of giving requirements or projects aligned to subject outcomes.					
34. Use of assessment results to inform and guide the students and adjust instruction					
V. CLASSROOM MANAGEMENT- - - - - - - -10%)					
35. Management of class time for productive learning experiences					
36. Practice of systematic management of online class routines such as starting/ending the class with a prayer, checking of attendance, joining of students, submission of requirements, etc					
37. Practice of giving provisions / arrangements for classes when absent due to valid reasons					
38. Maintenance of discipline and the ability to handle students' misbehavior without losing his /her temper					
39. Ability to create positive online learning environment					
Total = 100 % **Final Rating**					

Please list down the best practices that your teacher has been doing in class and that he/she should CONTINUE doing these because they enhance your learning experience.

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Please list down things your teacher could have done to enhance your learning.

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Please list down you teacher's classroom practices that did not enhance your learning experience, thus recommending that your teacher must NOT DO them anymore.

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Would you be willing to be taught by this teacher again in another course or subject? *Yes* ☐ *No* ☐

Explain your answer to the previous question.

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