

Self-Appraisal Form

This form is designed to help you summarize your teaching and other professional activities and accomplishments during the eligibility assessment. You should utilize this form to present, on your own behalf, all pertinent information regarding your effectiveness and/or accomplishments within the framework of conducting training events. Wherever possible, you are encouraged to submit any supportive evidence (documents, illustrative materials, etc.) which will augment your evaluation. The form is in two sections. Section one deals with your teaching and classroom related activities, Section two deals with your professional activities.

Section 1: Teaching Activities

Course Numbers & Title:

When Taught:

- 1.
- 2.

A. Course Objective: Indicate the objectives of the courses taught. Briefly explain any special considerations, which were influential in the choices of these objectives.

Course 1
Course 2

B. Presentation of Subject Matter: Briefly summarize the main subject matter, which the course emphasized. You should attach course syllabus, agenda, etc. to indicate topics.

Course 1
Course 2

C. Motivation and Communication: What approach and/or techniques did you use to arouse or broaden the student's interest in the subject? How did this approach address some of the unique learning differences among the students?

Course 1
Course 2

D. Instructional Media, Materials and Assignments: Briefly summarize the role, that instructional media, materials and assignments played in enhancing your presentation.

Course 1
Course 2

E. Evaluation Technique: What method of evaluation did you use in the course? Submit exams, assigned materials and review practices which indicate your evaluation process.

Course 1
Course 2

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F. Other Evidence of Teaching Effectiveness (Optional): You may wish to submit other materials and information not covered above if you feel that such materials are pertinent to your evaluation.

G. Student Evaluation: Please react to the student evaluation of your teaching and classroom activities. Your response may, if you wish, deal with point by point reactions to the categories contained on the questionnaires.

Course 1

Course 2

Section Two: Non-Teaching Professional Activities

Please summarize in this section, all pertinent non-teaching activities in which you were conducting non-teaching professional administrative activities...

1. For all Staff

a. General – Please comment on your performances on any staff tasks related to your teaching. Your comments may deal with the following area: assessment, forms development, policy development, etc.

2. Supervisory role – Were you a director, program coordinator or other supervisory role? If so, please comment on your performance in this position. Your summary may include comments on such areas as: professional development, training budgets, course and curricular changes, etc.

3. Course and Curricular Development: What were your contributions to course and curricular development in the past 2 years? Your response may include participation in any curricular development workshops, seminars, etc.