



## Appendix I

### ASSESSMENT FORM



**Summary Sheet of Undergraduate Teaching Quality Assessment by Peers (Leaders)**

20 / 20 \_\_ Semester

College/ Department (Stamp): \_\_\_\_\_

\_\_ year \_\_ month \_\_ day

Serial Number	Instructor	Course Code	Course Name	Grade	Peer Auditor Teacher	Professional Title of Peer Teacher	Note

**Teaching Quality Assessment Form of Undergraduates' Practical Course****(for teachers' use)**

Instructor: \_\_\_\_\_ Professional Title: \_\_\_\_\_ Department: \_\_\_\_\_

Course Code: \_\_\_\_\_ Course Name: \_\_\_\_\_ Course Nature: \_\_\_\_\_

Grade &amp; Major: \_\_\_\_\_

Class Hour: \_ year \_ month \_ day, \_ day of the week, class section

Classroom: \_\_\_\_\_

Students' attendance: \_\_ due attendant, \_\_ actual attendant, \_\_ latecomer

Serial Number	Evaluation Contents	Score	Grade
1	Linking theory with practice, emphasizing cultivation of students' innovation awareness/ research ability/team work spirit	10	
2	Earnest lesson preparation, adequate contents, lecture outline, teaching plan which reflects practical teaching process, careful counseling and homework correction	16	
3	Following teaching plan, novel teaching contents, accurate concept, logical thought, emphasizing key and difficult teaching points, typical example	12	
4	Skillful explanation, correct demonstration, clear station of operation process, proper organization, and good grasp of practical teaching process	16	
5	Standard teaching language, precise expression, neat writings on blackboard, conspicuous board picture, visual teaching method	12	
6	Respecting, caring for and understanding students, paying attention to students' quality education, cultivating students' ability to self-teach and self-practice, embodying democratic teaching, activating classroom atmosphere	12	
7	Unifying teaching practice, emphasizing ideological education, strictly managing, having sense of organizational discipline, appealing teaching materials, good classroom order	12	
8	Taking good care of and safely using equipments and devices for teaching, paying attention to guide students to care for teaching devices	10	
Total		100	

Analysis of instructors' teaching: \_\_\_\_\_

Analysis of students' practice: \_\_\_\_\_

Opinions and Suggestions: \_\_\_\_\_

Appraiser: \_\_\_\_\_

Date: \_\_\_\_\_



**Teaching Quality Assessment Form of Undergraduates' Theoretical Course  
(for teachers' use)**

Instructor: \_\_\_\_\_ Professional Title: \_\_\_\_\_ Department: \_\_\_\_\_  
 Course Code: \_\_\_\_\_ Course Name: \_\_\_\_\_ Course Nature: \_\_\_\_\_  
 Grade & Major: \_\_\_\_\_  
 Class Hour: \_ year \_ month \_ day, \_ day of the week, class section  
 Classroom: \_\_\_\_\_  
 Students' attendance: \_\_ due attendant, \_\_ actual attendant, \_\_ latecomer

Evaluation Program	Evaluation Contents	Reference Value	Grade
1: Teaching Attitude	Earnest lesson preparation	5	
	Emphasizing to import knowledge and educate students	5	
	Giving lectures passionately and infectively	5	
	Attending and dropping classes on time	5	
2: Teaching Language	Accurate, Standard, and Vivid	5	
	Clear and smooth	5	
	Proper speed	5	
	Organized expression and clear thought	5	
3: Teaching Contents	Ample, Accurate and Vivid	5	
	Properly handling key and difficult Teaching points	5	
	Logical and structural teaching implementation	5	
	Theory and practice combination	5	
4: Teaching Method	Flexible and effective	5	
	Heuristic teaching and effective promotion of teacher-student interaction	5	
	Proper application of various teaching methods	5	
	Skilled teaching	5	
5: Teaching Organization	Scientific and reasonable teaching design	5	
	Appropriate distribution of teaching hours	5	
	Good classroom order	5	
	Great ability to control classroom teaching	5	
Total		100	



Textbook selection:      Nationally Planned Textbook  
                                 Provincially Planned Textbook  
                                 Original Edition Textbook or Photocopied Textbook  
                                 Self-designed teaching material or lecture notes  
                                 Chinese edition of original textbook  
                                 Others

Comprehensive Evaluation and Suggestions: \_\_\_\_\_

Appraiser: \_\_\_\_\_

Date: \_\_\_\_\_