EVALUATION REPORT OF STUDENT INTERNSHIP

Student Intern ________________________________

It is suggested that this report be filled out by the supervising teachers and student interns midway through the period of student internship and again at the end. At both times the reports should be discussed by the individual teachers with the student intern.

Soon after the student internship has been completed, the principal of the school should prepare a single summary report and submit it to the Student Teaching Supervisor at ILC.

Some of the items in this report may possibly not be observed during the period of internship. They are nevertheless included, in order that the student may become more fully aware of the various responsibilities of a classroom teacher. You may, furthermore, wish to offer suggestions to the intern on these and other items.

Please CIRCLE the number or letter which, in your judgment, best applies for each item in the report, following this evaluation key:

1 = Superior
2 = Above Average
3 = Average
4 = Below Average
N = No opportunity to observe

You are encouraged to use the blank spaces provided for additional comments.

I. RELIGION - Does the teacher...
   A. Conduct the religious instruction in a manner which serves to attract the minds and reach the hearts of the children? .......................... 1 2 3 4 N
   B. Regularly and properly present the facts of man’s sin (Law) and God’s forgiving grace in Christ (Gospel)? .......................... 1 2 3 4 N
   C. Avoid moralizing in the promoting of the Christian life? ............... 1 2 3 4 N
   D. Inculcate well an inner aim (truth) in the teaching of each Bible story and then apply it to the children? .......................... 1 2 3 4 N
   E. Provide helpful explanations on meanings of words, etc., before assigning memory work? .......................... 1 2 3 4 N
   F. Insist on accurate memorization? .......................... 1 2 3 4 N

Additional comments on the teaching of RELIGION: (Use back if necessary)
II. PERSONALITY OF THE TEACHER

A. Personal Qualities - *Is the teacher...*

1. Open and sincere? ....................................................... 1 2 3 4 N
2. Courteous and considerate? ................................. 1 2 3 4 N
3. Sympathetic? .......................................................... 1 2 3 4 N
4. Helpful? ................................................................. 1 2 3 4 N
5. Cheerful? ................................................................. 1 2 3 4 N
6. Confident? ............................................................... 1 2 3 4 N
7. Self-controlled? ........................................................ 1 2 3 4 N
8. Tactful? ................................................................. 1 2 3 4 N

B. Personal Qualities - *Does the teacher...*

1. Have a sense of humor? .............................................. 1 2 3 4 N
2. Promote morale in the classroom? ............................. 1 2 3 4 N
3. Show good judgment in disciplining students, avoiding both permissiveness and unreasonable severity? ......................... 1 2 3 4 N
4. Conduct himself in a way which serves to gain the love and respect of the children? ........................................... 1 2 3 4 N
5. Take a personal interest in each pupil? .......................... 1 2 3 4 N
6. Guide rather than dominate? ..................................... 1 2 3 4 N
7. Receive well and duly consider suggestions given to him? .......... 1 2 3 4 N
8. Cooperate with his fellow teachers? .............................. 1 2 3 4 N
9. Maintain appropriate grooming, dress, and posture? ............... 1 2 3 4 N

C. Voice and Speech - *Does the teacher...*

1. Enunciate clearly? ..................................................... 1 2 3 4 N
2. Speak slowly and loudly enough for all to understand? ............ 1 2 3 4 N
3. Have a pleasant voice? .............................................. 1 2 3 4 N

D. Oral and Written Expression - *Does the teacher...*

1. Employ good grammar and usage? ............................. 1 2 3 4 N
2. Use an appropriate level of vocabulary? .......................... 1 2 3 4 N
3. Organize his thoughts in a logical fashion? ........................ 1 2 3 4 N
4. Present thoughts in an interesting way? ........................... 1 2 3 4 N

E. Physical Fitness - *Does the teacher...*

1. Show good stamina and vitality? ................................. 1 2 3 4 N
2. Maintain adequate health to attend to duties in regular and timely fashion? ........................................ 1 2 3 4 N

Additional comments on the PERSONALITY OF THE TEACHER: (use the back if necessary)
III. TEACHING TECHNIQUE

A. Preparation - Does the teacher...
1. Have a thorough knowledge of the subject matter?  
   1 2 3 4 N
2. Show good organization of the subject matter?  
   1 2 3 4 N
3. Formulate objectives and prepare lesson plans?  
   1 2 3 4 N
4. Prepare a variety of instructional materials?  
   1 2 3 4 N
5. Correct homework in a timely manner?  
   1 2 3 4 N

B. Approach
1. Is the approach consistent with Scriptural truths and principles?  
   1 2 3 4 N
2. Does the approach to the subject create a feeling of need for and a desire to know about it?  
   1 2 3 4 N
3. Is the approach based upon previously acquired knowledge?  
   1 2 3 4 N

C. Assignments
1. Do the pupils understand what is expected of them?  
   1 2 3 4 N
2. Is the assignment relevant to the material which has been taught, serving to reinforce the learning of it?  
   1 2 3 4 N
3. Does the assignment provoke thought?  
   1 2 3 4 N
4. Is the assignment in keeping with the pupil's ability?  
   1 2 3 4 N
5. Is the assignment too long or too short?  
   1 2 3 4 N
6. Does the teacher follow up assignments to see that the children are doing them in a timely and adequate way?  
   1 2 3 4 N
7. Does the teacher make the corrected homework serve an educative purpose?  
   1 2 3 4 N

D. Development
1. Is the aim evident in the course of the recitation?  
   1 2 3 4 N
2. Is variety in procedure used to create interest?  
   1 2 3 4 N
3. Is a sufficient number of senses employed in developing concepts?  
   1 2 3 4 N
4. Are comparisons made and contrasts drawn so as to enhance learning?  
   1 2 3 4 N
5. Is there a proper progression from the concrete to the abstract?  
   1 2 3 4 N
6. When the period is over has the point of the lesson been inculcated?  
   1 2 3 4 N

E. Provision for Retention - Does the teacher...
1. Provide for sufficient drill following the development of a fact or skill?  
   1 2 3 4 N
2. Seek to make application of newly acquired knowledge?  
   1 2 3 4 N
3. Schedule periodic reviews of material covered?  
   1 2 3 4 N

F. Individual Differences - Does the teacher...
1. Show ability in recognizing individual differences?  
   1 2 3 4 N
2. Plan the work so that each pupil is kept working up to capacity?  
   1 2 3 4 N
3. Try to involve each pupil in the learning situation?  
   1 2 3 4 N
4. Keep the better students from monopolizing the discussion without discouraging them?  
   1 2 3 4 N
5. Give individual attention and assistance as needed?  
   1 2 3 4 N

G. Devices - Does the teacher...
1. Make good use of illustrative materials and graphic illustrations?  
   1 2 3 4 N
2. Employ useful spare-time activities to keep the more capable students busy?  
   1 2 3 4 N
3. Stress phonics sufficiently in developing reading skills?  
   1 2 3 4 N
4. Make effective use of the piano as needs require?  
   1 2 3 4 N
H. Questions
1. Are questions clear, single, and easily understood? ................. 1 2 3 4 N
2. Are questions requiring higher level thinking skills employed? ....... 1 2 3 4 N
3. Do the questions lead in the direction of the teaching aim? .......... 1 2 3 4 N
4. Are "yes" and "no" questions and alternative questions generally avoided? 1 2 3 4 N
5. Does the teacher avoid the repeating of questions? .................... 1 2 3 4 N
6. Does the teacher state the question before naming the student who is to respond? ............................................. 1 2 3 4 N
7. Does the teacher attempt to call on all of the students during a recitation? 1 2 3 4 N

I. Answers - Does the teacher...
1. Allow for sufficient wait time before calling for a response? ............ 1 2 3 4 N
2. Insist that pupils speak loudly enough for all to hear? ................... 1 2 3 4 N
3. Generally avoid repeating answers? ...................................... 1 2 3 4 N
4. Avoid repeated use of terms of approval, such as "correct", "yes", "right", etc.? ..................................................... 1 2 3 4 N

J. Expression
1. Are pupils’ errors in English corrected? .............................. 1 2 3 4 N
2. Does the teacher attempt to increase pupil vocabulary? .............. 1 2 3 4 N
3. Is time spent in developing effective written expression? ............ 1 2 3 4 N

Additional comments on TEACHING TECHNIQUE: (use the back side if necessary)
IV. CLASSROOM ORGANIZATION AND MANAGEMENT

A. Handling of Materials
1. Are handouts and other items ready when the period begins? ........ 1 2 3 4 N
2. Is material to be copied by the students written on overhead transparencies or on the board before the period begins so that time is not wasted? ......................................................... 1 2 3 4 N
3. Are bulletin boards used effectively? ................................. 1 2 3 4 N

B. Management - Does the teacher...
1. Promote good manners and Christian virtues throughout the school day? 1 2 3 4 N
2. Maintain good discipline in the classroom, also when teaching a smaller group? ................................................................. 1 2 3 4 N
3. Establish and insist on follow-through of classroom procedures? .... 1 2 3 4 N
4. Keep adequate scholastic and attendance records? .................. 1 2 3 4 N
5. Begin and close class periods on schedule? ......................... 1 2 3 4 N
6. Have the attention of the class when giving directions? .......... 1 2 3 4 N
7. Give individual aid without disturbing others? .................... 1 2 3 4 N
8. Keep everyone busy at useful endeavor during work periods? ..... 1 2 3 4 N
9. Supervise the mealtime? .................................................. 1 2 3 4 N
10. Supervise the playground? ........................................... 1 2 3 4 N

Additional comments on CLASSROOM ORGANIZATION AND MANAGEMENT: (use back side if necessary)
TO THE PRINCIPAL OR CHIEF SUPERVISING TEACHER (Please answer these questions on the final summary report which will be sent to the college dean at ILC)

1. What grades did the student teacher enjoy teaching the most?

2. What grades did the student teacher handle most effectively? Why do you feel this was so?

3. Are there factors which may make it unwise to assign the student intern to certain grades upon graduation? Please explain more fully.

4. What degree of success do you predict for this student as a classroom teacher?

5. Are there certain serious deficiencies or handicaps which this student must strive to overcome if he is to be an effective teacher?

6. Additional remarks concerning the student teacher. (use back side if necessary)

Submitted by ________________________________ Date __________________