Students Guidelines on Mid-Course Evaluations

Help your instructors become the best they can be!

What to do
1. Ask your instructor to reserve 10-15min of class time for these evaluations.
2. Depending on the class size, you might want to split into smaller groups (max. 20 students/group).
3. Select a facilitator and reporter for each group.
4. Discuss constructive feedback about your instructors and teaching assistants, if any.
5. The reporter records the feedback and report to the instructor immediately after the class.

How to optimize the potential for success
- Be specific.
- Provide practical suggestions/solutions.
- Realize that only constructive feedback is likely to stimulate change/improvement.

Examples:
Say: “It would be helpful if the instructor would use a microphone.”
Don’t say: “The instructor has lousy presentation skills,” or “Nobody understands a word the instructor says.”

Say: “The instructor is sarcastic at times during lectures, which makes learning difficult and confusing.”
Don’t say: “The instructor was a sarcastic loudmouth.”

How to fail miserably and waste time
- List ALL your instructors’ flaws and weaknesses.
- Tell them how little you think they are likely to be good instructors.
- Don’t give them any useful suggestions.

NOTE: By following the above, neither you nor your instructors will benefit from the process.

Sample questions
1. What do you like best about the course and the instructor’s teaching?
2. If there was one thing that you could change about this course, what would it be?
3. Do you feel comfortable expressing your opinions or asking questions in this course?
4. Any specific areas of change, for example: Should we continue the online discussion forums? Do the voluntary review quizzes/other practice tools work for you?
5. Is there a strategy that really works for you? If so, which one? (E.g. summary at the beginning of class, weekly quizzes, questions that accompany the reading material, class discussions, online discussions)
6. What could you do to make the course better for you and the instructor?
7. Is there an area where you would need more guidance/support to enhance your learning?
8. Do you have any additional comments or concerns?