

## Student Guidelines for Mid-course Evaluations

### Help your instructors enhance your learning experience!

#### What to do

1. Ask your instructor to reserve 10-15 min of class time for mid-course evaluations.
2. If the class is large, split into small groups.
3. Select a facilitator and reporter for each group. The facilitator manages the conversation. The reporter records the feedback.
4. In groups, share feedback about your instructors (and teaching assistants, if any). Feedback should be constructive.
5. After class, the reporter shares the feedback with the instructor.

#### 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 used 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 is a sarcastic loudmouth."

#### How to waste the opportunity

- 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 mid-course evaluations.

#### Questions you might see on a mid-course evaluation

1. Which learning activities work well for you (e.g., summary at the beginning of class, weekly quizzes, questions that accompany the reading material, class discussions)?
2. Where do you feel you need more guidance to support your learning?
3. How comfortable do you feel expressing your opinions in this course?
4. If there was one thing you could change about this course, what would it be?