



RATING SCALE

- 5 = excellent
- 4 = good
- 3 = average
- 2 = fair
- 1 = poor

Sample 1: Participant Evaluation

_____ (Participant's Name) _____ (School)

Please rate each criterion about the pre-professional teacher's individual performance, and add total points.

QUALITY OF WORK

- _____ Was neat and accurate
- _____ Took pride in work and did personal best
- _____ Added own creative thoughts to bulletin board, etc.
- _____ Demonstrated thoughtful preparation and organization

- _____ Adapted easily to schedule changes, etc.
- _____ Handled the "supervisory" role with the children in an appropriate manner
- _____ Was open to suggestions and demonstrated a willingness to learn

QUANTITY OF WORK

- _____ Completed assigned duties
- _____ Took the initiative to take on additional tasks (Did individual assume daily duties without being reminded? Did they ask to assume particular role or responsibility?)
- _____ Always found tasks to keep busy
- _____ Volunteered to help other teachers at "lag" times

APPEARANCE/MANNERS

- _____ Dressed according to policy requested or conveyed by assigned school
- _____ Demonstrated good manners, was respectful and polite, and acted in a professional manner
- _____ Handled various situations in a mature and thoughtful manner

ATTITUDE

- _____ Demonstrated a positive attitude
- _____ Seemed genuinely interested in working with children and easily conveyed this message

DEPENDABILITY

- _____ Could be relied upon to complete assigned tasks
- _____ Was conscientious about contacting the school about any absence
- _____ Could be counted on to help students when needed
- _____ Arrived and left at appropriate times

_____ /100 total points

_____ (Date) _____ (Signature of Supervising Teacher)

_____ (Date) _____ (Signature of Participant)

SAMPLE



Sample 2: Participant Evaluation

(Participant's Name)

(School)

The Supervising teacher can use this standards-based evaluation (and rating scale) to summarize performance criteria at the end of each participant's semester.

Participant _____ Date of Evaluation _____

School/Training _____

Facility _____ Supervising Teacher _____

Standard	Criterion: The participant...	Meets Expectations (5)	Progressing Toward Expectations (3)	Does Not Meet Expectations (1)	Comments
Standard 1: The cadet actively participates and successfully aids in the learning process.	Aided students by working with students as assigned by the teacher				
	Communicates appropriately when working with students				
	Found tasks to keep busy and engaged with students				
	Was interested in helping students learn and easily conveyed the message				
	Could be counted on to help students when needed				
Standard 2: The cadet effectively maintains on-task behavior.	Demonstrated preparation and organization				
	Demonstrated a positive attitude				
	Handled the "supervisory" role with students in an appropriate manner				
	Volunteered to help other teachers at "lag" times				

SAMPLE

Standard 3: The cadet communicates and interacts in a professional manner with the school community	Was open to suggestions by the supervising teacher				
	Communicates appropriately with students, substitutes, and staff				
	Was conscientious about contacting the Supervising teacher and school staff on days of absence.				
Standard 4: The cadet seeks and explores opportunities that will improve their knowledge and skill level.	Takes the initiative to take on additional tasks.				
	demonstrated a willingness to learn				
	Offered creative thoughts and suggestions				
	Completed tasks assigned by the supervising teacher				
Standard 5: The cadet acts as a responsible professional in addressing the overall mission of the cadet program and school	Took pride in work and did personal best.				
	Dressed according to attending school policy for teachers				
	Arrived on time and left at the appropriate time.				
	Demonstrated professionalism various situations				

SAMPLE