TA Candidate Evaluation

Candidates are expected to demonstrate good technical knowledge and communication ability when presenting the milling machine safety training. Candidates should be split into groups of no more than 4, with each student presenting each section of the training. The supervising TA(s) provides feedback and takes note of how the candidate performs using the provided sheet. If a candidate is struggling, provide feedback and suggestions for improvement and ask the candidate to redo the section. **This session is not for training new TAs; it is for evaluating each candidate's potential to become a good TA.**

Candidate's Name: _____   **Evaluator's Name: _____**

Overall Suggested Score (fill this out last)

0	*1*	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*10*
Awful										*Perfect*

Please assign a value between one and five for their performance in each of the evaluation criteria

1 - very poor	2 - poor	3 - average	4 - good	5 - great

Presentation Ability

		1st Run	2nd Run
Volume	Is (s)he speaking loudly enough to be heard clearly over the noise of the machines and other TAs and students talking?		
Projection	Did (s)he consistently talk outward towards the students? Or would (s)he often talk downwards or at the machine?		
Movement / Gestures	Did (s)he convey a sense of energy and enthusiasm with his/her posture and movement around the machine? Did (s)he make meaningful gestures towards parts of the machine when applicable?		
Engagement	Did (s)he use his/her personality to connect with the students in a personal and encouraging manner? Or did his/her presentation seem robotic, rigid, and disconnect		
Efficiency	Did (s)he have concise and effective speaking habits? *e.g. minimal "uhhs" and "umms", appropriate silence, good timing, etc.*		
Seriousness	Did (s)he treat the training seriously and the students respectfully, or was (s)he joking inappropriately throughout the training session?		

Comments/Concerns:

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Technical Communication

		1st Run	2nd Run
Information Coverage	Was all important material in the outline covered? How often did (s)he forget a step or topic that should have been covered?		
Accuracy	Did (s)he correctly explain all topics and processes, and use proper nomenclature and sequencing?		
Delivery	Were technical concepts & procedures introduced and explained in a logical way that could be understood by new students? *i.e. how much information do you think a new student would absorb from their presentation*		

Comments/Concerns:

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Other Considerations

		1st Run	2nd Run
Response to Feedback	How well did (s)he implement provided feedback (provided directly to him / her, or to other candidates) into subsequent sections (s)he presented?		
Confidence	Aside from normal initial butterflies, did (s)he seem nervous or uncomfortable when presenting or receiving feedback?		
Engagement / Interest	Did (s)he ask pertinent questions regarding their performance, and genuinely seem to want to improve?		
Overall Personality	How comfortable do you think students would feel learning from this candidate?		
Preparedness	Did the candidate seem prepared for the tryout? Is it apparent the candidate spent time preparing, or was this a weak attempt?		

Comments/Concerns:

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