



EDU 405 Practice Teaching

TASK 9: Exam Paper Evaluation

Date:

In this task, you are asked to evaluate an exam a teacher, who works at the school you visit, prepared. Your report should include two parts. When you write your report, make use of the form you are provided. In part one, discuss your evaluation by referring to your observation report (explain it part by part). In part two, you choose a unit from the course book that your mentor teacher follows and prepare an examination.

Name of Student Teacher:

	<i>Statement</i>	<i>Acceptable</i>	<i>Unacceptable</i>	<i>Comment</i>
1	Subject of the exam is written			
2	Type of Exam is written (e.g. quiz or exam etc.)			
3	Date of the exam is written			
4	Duration of the exam is written			
5	Appropriate margins are set			
6	Same fonts throughout the whole exam paper (or a reasonable combination of two) are used			
7	Same size throughout the whole exam paper (or a reasonable combination of two or three) is used			
8	Variety of questions (minimum three types) are used (tick the ones used in the paper)			
	• Multiple-choice question			
	• Matching			
	• Fill-in-the-gaps			
	• Short answer			
	• Essay			
	• True/False			
	• Ordering			
	• Other _____			

9	Reasonable number of questions are given within the given time			
10	Clear instructions for each task are given			
11	Points for each task are stated			
12	Example for each task is given			
13	Twin items are used (Asking the same or similar question twice)			
14	Typing errors are avoided			
15	Rubrics or criteria for constructed response questions are prepared			
16	There is a clear alignment between learning outcomes and assessment tool			
17	There is an alignment between content and assessment tool			
18	Assessment tool measures are covered: (tick the ones applied)			
	<ul style="list-style-type: none"> • Knowledge 			
	<ul style="list-style-type: none"> • Understanding 			
	<ul style="list-style-type: none"> • Comprehension 			
	<ul style="list-style-type: none"> • Application 			
	<ul style="list-style-type: none"> • Analysis 			
	<ul style="list-style-type: none"> • Synthesis 			
	<ul style="list-style-type: none"> • Evaluation 			
19	Good wishes are stated at the end of paper (e.g. good luck)			
20	Name of the examiner is written			