

Scholar role activities – Teach a skill evaluation

This evaluation form should be used by the departmental scholar role tutor or nominee to evaluate the teach a skill activity completed by the trainee.

Personal details

College ID

First name _____

Surname _____

Evaluation details

Title of discussion / tutorial _____

Date _____

For guidance on the satisfactory completion of this activity, refer to the accompanying guidelines.

	Significant improvement required	Some improvement required	Satisfactorily addressed
PLANNING AND PREPARATION (SET)			
Demonstrates a plan for teaching the skill			
Identifies learning needs of participant(s)			
Defines the desired learning outcomes of the session			
Selects appropriate teaching strategy			
TEACHING (BODY)			
Determines the current level of competence and confidence of participant(s)			
Introduces and explains the need/use of the skill			
Demonstrates the skill to participant/s in manageable steps at a suitable pace			
Gives clear explanations for actions and advice, uses educational resources to aid understanding if required			
Observes the participant performing the skill, provides constructive feedback and guides participant to perform each step correctly if required			
Uses questions effectively, encourages participant to vocalise their thoughts/actions to reinforce learning			



	Significant improvement required	Some improvement required	Satisfactorily addressed
Uses time efficiently and effectively			
Models a range of ANZCA Roles (Communicator, Collaborator etc)			
Provides a supportive, non-threatening learning environment			
FEEDBACK AND SUMMARY (CLOSURE)			
Prompts participant to self-assess performance			
Provides positive feedback to participant on aspects that went well and areas to improve on			
Encourages further learning or practice i.e. suggests relevant reading or specific activities the participant can try to help achieve mastery			

Feedback and reflection

To be completed by the departmental scholar role tutor

<p>Examples of what was done well</p> <p><i>Example: Good introduction on the importance of learning the skill correctly and all the times it can be used.</i></p>	
<p>Areas that need improvement and action:</p> <p><i>Example: Remember to ask the student what they think they need to work on.</i></p>	

Departmental Scholar Role Tutor (or Nominee) signature

Name _____

Signature _____ Date _____



To be completed by trainee

Trainee reflection and comments:

Example: I could have assisted the student while making their initial attempts by providing guidance to perform each individual step correctly.

Trainee action plan”

Example: Next time I am teaching a student I will ask them a few more questions so they verbalise what they are doing and what they need to improve on

Trainee signature

Signature _____ Date _____

This evaluation form should be uploaded to the Training Portfolio System (TPS).