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| Application for a Teaching Consultation | | | | | | | |
| **Personal**  **Information** | Name |  | | | | | |
| Department |  | | Position | | |  |
| Phone number |  | | DOB | | |  |
| Email Address |  | | | | | |
| Period of Appointment | Spring ( ) / Fall ( ) of 2022 | | | | | |
| **Consultation Type**  **(choose one)** | Preparation Review Session | | | | | ( ) | |
| Teaching Review Session | | | | | ( ) | |
| **Course information** | Desired date  (please indicate your first choice date and one or more alternate dates, if possible) | Desired consultation date | | | MM/DD 00:00~00:00  MM/DD 00:00~00:00  MM/DD 00:00~00:00  MM/DD 00:00~00:00 | | |
| Desired class recording date  (*Only for those who chose teaching review session*) | | | MM/DD 00:00~00:00  MM/DD 00:00~00:00  MM/DD 00:00~00:00  MM/DD 00:00~00:00 | | |
| Course Title |  | | | | | |
| Location |  | | | | | |
| Number of enrolled Students |  | | | | | |
| Language | English/Korean / Others | | | | | |
| Number of Foreign Students |  | | | | | |
| TA | O / X | TA’s contact info: | | | | |

1. **Course information** (Class you plan to consult)

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| --- | --- | --- |
| **Classification** | **Content** | |
| **Course category** | General Education ( )  Required for Major ( )  Elective for Major ( ) | |
|
|
| **Instructional Delivery**  **(Course delivery methods)** | On campus(face-to-face) ( )  Online/real-time ( ) Online/non-real-time ( )  Hybrid [On campus & Online] ( ) | |
| Others | |
| **Components/**  **Section type**  **(Check all that apply)** | Lecture ( ) | Laboratory/ Practicum ( ) |
| Discussion / Debate ( ) | Practical  [PE or fine arts] ( ) |
| Graduate Seminar ( ) | Foreign Languages ( ) |
| Block Lecture for the College of Medicine ( )  (Block Scheduling) | |
| **Methods of Running a Course** | *Please explain how you plan to run your class in detail.*  *(e.g. I will deliver a lecture to students with visual images for 50 minutes, and then move on to the discussion in small groups.)* | |
| **Strengths and Needs of Teaching** | **[Strengths]** | |
| **[Needs]** | |
| **Please describe your question of request** |  | |

1. **Self-Assessment Survey 1**

The questions below are to confirm your expectations of students’ satisfaction with your class. Please check the section where you mostly agree with. (5-strongly agree, 1-strongly disagree)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Questions | | 1 | 2 | 3 | 4 | 5 |
| 1 | I addressed the objectives of the course clearly. |  |  |  |  |  |
| 2 | The difficulty level of this class was appropriately tailored with student’s prerequisites and their expectations. |  |  |  |  |  |
| 3 | The weekly topics and learning goals, methods, and the general schedules of assignments or tests were addressed on the syllabus. |  |  |  |  |  |
| 4 | Students were motivated to engage in various learning activities during the class. |  |  |  |  |  |
| 5 | I responded to the questions and opinions of the students in an appropriate manner. |  |  |  |  |  |
| 6 | I attempted to stimulate students’ motivation and interest. |  |  |  |  |  |
| 7 | I made accurate and appropriate announcements regarding the methods, schedules, assessments, and assignments in this class. |  |  |  |  |  |
| 8 | I reviewed the materials covered in the previous class and provided the learning objectives at the beginning of the class. |  |  |  |  |  |
| 9 | I conducted Q&A sessions, quizzes, and assessments during the class to assess the students’ understanding of the materials. |  |  |  |  |  |
| 10 | At the end of each class, I reviewed the material covered in the lecture and provided guidance on what to expect for the next class. |  |  |  |  |  |
| 11 | I utilized appropriate media, textbooks, and materials to deliver the course content effectively. |  |  |  |  |  |
| 12 | I utilized eTL appropriately to facilitate the operation of the class and support student learning. |  |  |  |  |  |
| 13 | I provided appropriate feedback on class assignments and tests. |  |  |  |  |  |
| 14 | The evaluation items and evaluation criteria were clearly defined. |  |  |  |  |  |

1. **Self-Assessment Survey 2**

The following is to self-evaluate your teaching behavior. Please check the section that corresponds with your thoughts.

* If you have no experience in teaching, you don’t have to fill out the “performance” level.

Remark:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **5** | Highly Important/Totally Satisfied | | | **4** | Important/Satisfied | **3** | Average | |
| **2** | Umimportant/Unsatisfied | **1** | Highly unimportant/Totally unsatisfied | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Teaching Behavior** | | **Importance** | | | | | **Performance** | | | | |
| **1** | **2** | **3** | **4** | **5** | **1** | **2** | **3** | **4** | **5** |
| 1 | I analyze and assess my own class in an objective manner. |  |  |  |  |  |  |  |  |  |  |
| 2 | I am well aware of the strength of my teaching methods. |  |  |  |  |  |  |  |  |  |  |
| 3 | I am well aware of the weakness in my teaching methods. |  |  |  |  |  |  |  |  |  |  |
| 4 | I usually reflect on my teaching. |  |  |  |  |  |  |  |  |  |  |
| 5 | I effectively achieve the course teaching goals. |  |  |  |  |  |  |  |  |  |  |
| 6 | I develop effective teaching strategies and implement them in my classes. |  |  |  |  |  |  |  |  |  |  |
| 7 | I develop appropriate assessment strategies for classes and apply them in practice. |  |  |  |  |  |  |  |  |  |  |
| 8 | I am proactive in learning new teaching methods. |  |  |  |  |  |  |  |  |  |  |
| 9 | I implement the teaching methods effectively to enhance students’ engagement in the class. |  |  |  |  |  |  |  |  |  |  |
| 10 | I have strong communication skills and am able to establish positive professor-student relationships. |  |  |  |  |  |  |  |  |  |  |
| 11 | I incorporate students' diversity and characteristics into my teaching |  |  |  |  |  |  |  |  |  |  |
| 12 | I effectively manage the students in the class. |  |  |  |  |  |  |  |  |  |  |