

Teacher Behaviors Checklist (TBC)

Please rate how much your instructor exhibits the following qualities and behaviors using the scale below.

Never	Rarely	Sometimes	Frequently	Always
1	2	3	4	5
1. ___				
Accessible (Posts office hours, gives out phone number and e-mail information)				
2. ___				
Approachable/Personable (Smiles, greets students, initiates conversations, invites questions, responds respectfully to student comments)				
3. ___				
Authoritative (Establishes clear course rules; maintains classroom order; speaks in a loud, strong voice)				
4. ___				
Confident (Speaks clearly, makes eye contact, and answers questions correctly)				
5. ___				
Creative and Interesting (Experiments with teaching methods; uses technological devices to support and enhance lectures; uses interesting, relevant, and personal examples; not monotone)				
6. ___				
Effective Communicator (Speaks clearly/loudly; uses precise English; gives clear, compelling examples)				
7. ___				
Encourages and Cares for Students (Provides praise for good student work, helps students who need it, offers bonus points and extra credit, and knows student names)				
8. ___				
Enthusiastic About Teaching and About Topic (Smiles during class, prepares interesting class activities, uses gestures and expressions of emotion to emphasize important points, and arrives on time for class)				
9. ___				
Establishes Daily and Academic Term Goals (Prepares/follows the syllabus and has goals for each class)				
10. ___				
Flexible/Open-Minded (Changes calendar of course events when necessary, will meet at hours outside of office hours, pays attention to students when they state their opinions, accepts criticism from others, and allows students to do make-up work when appropriate)				
11. ___				
Good Listener (Doesn't interrupt students while they are talking, maintains eye contact, and asks questions about points that students are making)				
12. ___				
Happy/Positive Attitude/Humorous (Tells jokes and funny stories, laughs with students)				
13. ___				
Humble (Admits mistakes, never brags, and doesn't take credit for others' successes)				
14. ___				
Knowledgeable About Subject Matter (Easily answers students' questions, does not read straight from the book or notes, and uses clear and understandable examples)				
15. ___				
Prepared (Brings necessary materials to class, is never late for class, and provides outlines of class discussion)				
16. ___				
Presents Current Information (Relates topic to current, real-life situations; uses recent videos, magazines, and newspapers to demonstrate points; talks about current topics; and uses new or recent texts)				

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17. ____ Professional (Dresses nicely [neat and clean shoes, slacks, blouses, dresses, shirts, ties] and no profanity)
18. ____ Promotes Class Discussion (Asks controversial or challenging questions during class, gives points for class participation, and involves students in group activities during class)
19. ____ Promotes Critical Thinking/Intellectually Stimulating (Asks thoughtful questions during class, uses essay questions on tests and quizzes, assigns homework, and holds group discussions/activities)
20. ____ Provides Constructive Feedback (Writes comments on returned work, answers students' questions, and gives advice on test-taking)
21. ____ Punctuality/Manages Class Time (Arrives to class on time/early, dismisses class on time, presents relevant materials in class, leaves time for questions, keeps appointments, and returns work in a timely way)
22. ____ Rapport (Makes class laugh through jokes and funny stories, initiates and maintains class discussions, knows student names, and interacts with students before and after class)
23. ____ Realistic Expectations of Students/Fair Testing and Grading (Covers material to be tested during class, writes relevant test questions, does not overload students with reading, teaches at an appropriate level for the majority of students in the course, and curves grades when appropriate)
24. ____ Respectful (Does not humiliate or embarrass students in class, is polite to students [says thank you and please, etc.], does not interrupt students while they are talking, and does not talk down to students)
25. ____ Sensitive and Persistent (Makes sure students understand material before moving to new material, holds extra study sessions, repeats information when necessary, and asks questions to check student understanding)
26. ____ Strives to Be a Better Teacher (Requests feedback on his/her teaching ability from students, continues learning [attends workshops, etc. on teaching], and uses new teaching methods)
27. ____ Technologically Competent (Knows how to use a computer, knows how to use e-mail with students, knows how to use overheads during class, and has a Web page for classes)
28. ____ Understanding (Accepts legitimate excuses for missing class or coursework, is available before/after class to answer questions, doesn't lose temper at students, and takes extra time to discuss difficult concepts)