

## Riga Technical College

### TEACHER'S SELF-ASSESSMENT

\_\_\_\_\_ ac. year

<i>Teacher's name, surname</i>	
<i>Length of service at the College</i>	
<i>Pedagogical and/or professional experience</i>	
<i>Education, degree, academic position</i>	
<i>Study course</i>	

#### 1. Organization of the study process in classes and assessment of teacher's performance

<i>Basic criteria</i>	<i>Teacher's self-assessment (0-3)</i>	<i>*Commission's evaluation (0-3)</i>
An independently developed or updated study program with requirements for credit point acquisition		
Variety of teaching materials in the classroom		
Use of projects and research methods in the study process		
Use of information technology and other technical tools in the classroom		
<b>TOTAL AMOUNT (max 24 p.)</b>		

## 2. Assessment, aggregation and analysis of student achievements

<i>Basic criteria</i>	<i>Teacher's self-assessment (0-3)</i>	<i>Materials in appendix</i>	<i>*Commission's evaluation (0-3)</i>
Assessment of student achievements in accordance with internal normative documents			
Evaluation criteria for every test.			
Informing students in good time about course requirements and evaluation criteria			
Analysis of semester grades		Appendix 3	
Systematic analysis of student achievement dynamics		Appendix 3	
<b>TOTAL (max 30 p.)</b>			

## 3. Consultations and support for students

<i>Basic criteria</i>	<i>Teacher's self-assessment (0-3)</i>	<i>*Commission's evaluation (0-3)</i>
Providing consultations to students according to consultation schedule		
<b>TOTAL (max 6 p.)</b>		

## 4. Participation in college events and loyalty

<i>Basic criteria</i>	<i>Teacher's self-assessment (0-3)</i>	<i>*Commission's evaluation (0-3)</i>
Participation in academic assemblies and department meetings		
Participation in college events		
Improving and maintaining the learning environment		
Complying with rules of professional ethics and business communication in the work environment		
Provides mentor's methodological support		
<b>TOTAL (max 30 p.)</b>		

### 5. Teacher's professional development

<i>Basic criteria</i>	<i>Teacher's self-assessment (0-3)</i>	<i>Materials in appendix (lists)</i>	<i>*Commission's evaluation (0-3)</i>
Experience exchanges and traineeships			
Further education courses, including non-formal further education			
Methodological works developed			
Research publications produced			
Studies			
<b>TOTAL (max 30 p.)</b>			

**\*Commission's evaluation:**

**0 points - unsatisfactory, inconsistent performance, acute need for improvement, inconsistent experience**

**1 point - need for improvement, development experience**

**2 points - skilful, masterful performance, mature experience**

**3 points - outstanding, progressive performance, exemplary experience**

\_\_\_\_\_  
/date/

\_\_\_\_\_  
/Teacher's signature/

Chairman of the Commission: \_\_\_\_\_ (name, surname, signature)

Members of the Commission: \_\_\_\_\_ (name, surname, signature)

\_\_\_\_\_  
(name, surname, signature)

\_\_\_\_\_  
(name, surname, signature)

\_\_\_\_\_  
(name, surname, signature)

## SUMMARY

No.	<i>Activity</i>	<i>Number of points</i>		
		<i>Teacher</i>	<i>Commission</i>	<i>Total</i>
1.	Organization of the learning process in classes and assessment of teacher's performance			
2.	Assessment, aggregation and analysis of study achievements			
3.	Consultations and support for students			
4.	Participation in college events and loyalty			
5.	Teacher's professional development			
<b>TOTAL AMOUNT (max 120 p.)</b>				

Chairman of the Commission: \_\_\_\_\_ (name, surname, signature)

Members of the Commission: \_\_\_\_\_ (name, surname, signature)

\_\_\_\_\_ (name, surname, signature)

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