

Attachment A
Possible Template for Department End-of-Quarter Teaching Reports

Purpose: To document communication between TAs and departments about departmental supervision of teaching.

TA:	Quarter/Year:
Department:	Course number:
Supervisor:	Teaching Responsibilities:

Quarter of teaching: 1st 2nd

As a result of the observation,

The TA's teaching is considered satisfactory. Additional notes or comments:

The following problems were identified:

The following actions were taken:

TA response/comments:

Date forwarded to TA:

If department personnel have questions about TA training, supervision, or evaluation, you may contact The Graduate School at 206.543.5139.