



2672 Hastings and Prince Edward Regiment
ROYAL CANADIAN ARMY CADET CORPS

INSTRUCTOR EVALUATION FORM

INSTRUCTOR

EVALUATOR

PREPARATION FOR INSTRUCTION		COMMENTS	YES	NO
1.	Set up orientation board.			
2.	Checked training aids.			
3.	Set up classroom in functional formation.			
4.	Instructor had a lesson plan.			

INTRODUCTION		COMMENTS	YES	NO
5.	Stated what the trainee will learn.			
6.	Stated why it is important.			
7.	Stated where this knowledge or skill will be applied.			
8.	Gave a control statement.			
9.	Demonstrated steps to follow / finished product (skill lesson only).			

BODY OF LESSON		COMMENTS	YES	NO
10.	Divided lesson into stages.			
11.	Provided explanation to support teaching points (knowledge lesson). Demonstration with explanation to support steps (skill lesson).			
12.	Provided opportunity for practice (skill lesson only).			

CONCLUSION		COMMENTS	YES	NO
13.	Summarized lesson (restate the objective of the lesson and the main teaching points).			
14.	Re-motivated trainees.			

TIME MANAGEMENT		COMMENTS	YES	NO
15.	Completes lesson within time allotted. (+/- 2 Min)			

PRINCIPLES OF INSTRUCTION

INTEREST		COMMENTS	YES	NO
16.	Demonstrated enthusiasm.			
17.	Used training aid(s).			
18.	Training aids were relevant to lesson.			

COMPREHENSION		COMMENTS	YES	NO
19.	Demonstrated knowledge of subject.			
20.	Gave explanations at level of trainees.			
21.	Presented lesson in attainable steps and logical sequence.			

EMPHASIS		COMMENTS	YES	NO
22.	Spent time relative to each TP.			
23.	Emphasized material using verbal support (CREST).			

PARTICIPATION		COMMENTS	YES	NO
25.	Had students participate in the learning process through questions or hands-on practice.			
26.	Supervised effectively.			
27.	Encouraged questions from class.			
28.	Used thought-provoking questions (knowledge lesson only).			

ACCOMPLISHMENT		COMMENTS	YES	NO
30.	Stated test objective.			
31.	Praised and rewarded success.			
32.	Informed trainees of results.			

CONFIRMATION		COMMENTS	YES	NO
33.	Confirmed the main teaching points.			
34.	Used appropriate questioning technique.			
35.	Tested all trainees at end of lesson.			

INSTRUCTOR’S DEPORTMENT		COMMENTS
36.	Attitude & Appearance.	
37.	Confidence.	
38.	Gestures & Eye Contact.	
39.	Voice.	

COMMENTS:

INSTRUCTOR’S SIGNATURE

(I have read and discussed this evaluation)

EVALUATOR’S SIGNATURE

DATE