

Appendix B₁
Final Form

Institutional Testing and Evaluation Office
DE LA SALLE UNIVERSITY
Hybrid Faculty Evaluation Form

 FACULTY: _____ GENDER: _____
 COURSE: _____ SECTION: _____
 DATE/TIME: _____ DEPT. _____

PART A

Directions: The following items describe the teaching-learning process in this hybrid class. Please rate your course by encircling the number which corresponds to your answer. Please use the following scale:

- 5 = **very evident (VE)** = means that it is implemented in the course to a very great extent
 4 = **evident (E)** = means that it is implemented in the course to a great extent
 3 = **moderately evident (ME)** = means that it is implemented in the course to a moderate extent
 2 = **partially evident (PE)** = means that it is implemented in the course to a limited extent
 1 = **not at all evident (NE)** = means that it is not at all implemented in the course
 0 = **Not applicable (NA)** = cannot give a knowledgeable response

AREA 1: TEACHING SKILLS AND KNOWLEDGE

A. Teaching Skills

- | | | | | | | |
|---|---|---|---|---|---|---|
| 1. The teacher structures the learning activities and delivers them in the context of real world experiences. | 5 | 4 | 3 | 2 | 1 | 0 |
| 2. The teacher uses simple language and presents the lessons in a logical manner both in face-to-face and online lessons. | 5 | 4 | 3 | 2 | 1 | 0 |
| 3. The teacher makes use of research-based studies and cases to reinforce students' understanding of the lesson. | 5 | 4 | 3 | 2 | 1 | 0 |
| 4. The teacher follows the schedule of face-to-face and online sessions as reflected in the syllabus. | 5 | 4 | 3 | 2 | 1 | 0 |
| 5. The teacher provides sufficient time for students to express and revise their prior knowledge for a meaningful learning. | 5 | 4 | 3 | 2 | 1 | 0 |

B. Mastery of the Subject Matter

- | | | | | | | |
|--|---|---|---|---|---|---|
| 6. The teacher explains the subject matter with depth. | 5 | 4 | 3 | 2 | 1 | 0 |
| 7. The teacher discusses the latest developments in areas under discussion. | 5 | 4 | 3 | 2 | 1 | 0 |
| 8. The teacher relates the subject matter to other related topics. | 5 | 4 | 3 | 2 | 1 | 0 |
| 9. The teacher answers the students' queries in a direct and convincing way. | 5 | 4 | 3 | 2 | 1 | 0 |
| 10. The teacher processes the students' understanding of the lessons by relating the concepts with real life situations. | 5 | 4 | 3 | 2 | 1 | 0 |

AREA 2: TEACHING STRATEGIES**A. Teaching Methodology**

- | | | | | | | | |
|-----|---|---|---|---|---|---|---|
| 11. | The teacher uses blended learning approach by connecting lessons in face-to-face and online session. | 5 | 4 | 3 | 2 | 1 | 0 |
| 12. | The teacher regularly facilitates and moderates class discussion and interaction by using the various IVLE tools and resources such as discussion forum, chat room, workbin, announcement and emails. | 5 | 4 | 3 | 2 | 1 | 0 |
| 13. | The teacher utilizes audiovisual, print, and online instructional resources to deepen students' knowledge and understanding of the lessons. | 5 | 4 | 3 | 2 | 1 | 0 |
| 14. | The teacher engages students in active learning by using a variety of teaching strategies and approaches that are appropriate either in face-to-face or online session. | 5 | 4 | 3 | 2 | 1 | 0 |
| 15. | The teacher integrates the learning from the face-to-face and online sessions for a full understanding of the course. | 5 | 4 | 3 | 2 | 1 | 0 |

B. Technological Competency

- | | | | | | | | |
|-----|--|---|---|---|---|---|---|
| 16. | The teacher creates social interaction through collaborative learning activities to facilitate understanding of the course content in both face-to face and online sessions. | 5 | 4 | 3 | 2 | 1 | 0 |
| 17. | The teacher demonstrates the required knowledge and skills in using the different aspects of the IVLE and other online communication tools. | 5 | 4 | 3 | 2 | 1 | 0 |
| 18. | The teacher demonstrates familiarity with other online resources for effective delivery of the course content. | 5 | 4 | 3 | 2 | 1 | 0 |
| 19. | The teacher shows competency in using the technology in designing and organizing course content. | 5 | 4 | 3 | 2 | 1 | 0 |
| 20. | The teacher incorporates a variety of multimedia elements and applications in the delivery of the course. | 5 | 4 | 3 | 2 | 1 | 0 |

AREA 3: TEACHER-STUDENT RELATIONSHIP

- | | | | | | | | |
|-----|--|---|---|---|---|---|---|
| 21. | The teacher sets the guidelines for student participation in both face-to-face and online classes at the start of classes. | 5 | 4 | 3 | 2 | 1 | 0 |
| 22. | The teacher takes an active role in initiating and moderating discussions and other interactive online communications. | 5 | 4 | 3 | 2 | 1 | 0 |
| 23. | The teacher provides immediate feedback to students' questions and comments that are posted online. | 5 | 4 | 3 | 2 | 1 | 0 |
| 24. | The teacher makes himself/herself available for face-to-face and online consultation. | 5 | 4 | 3 | 2 | 1 | 0 |
| 25. | The teacher engages students in reflective and higher order thinking. | 5 | 4 | 3 | 2 | 1 | 0 |

AREA 4: ASSESSMENT

26.	The teacher clearly explains the course requirements and grading policy for both face-to-face and online sessions.	5	4	3	2	1	0
27.	The teacher explains the evaluation criteria for participation and course work in both face-to-face and online classes.	5	4	3	2	1	0
28.	The teacher uses multiple assessment tools (e.g. online quizzes, assignments, collaborative projects, rubrics, etc.).	5	4	3	2	1	0
29.	The teacher uses appropriate assessment methods relevant for both face-to-face and online.	5	4	3	2	1	0
30.	The teacher conducts learning activities that encourage active participation in both face-to-face and online sessions.	5	4	3	2	1	0

PART B

This part will give you an opportunity to express your opinions regarding the different aspects of the teaching-learning process of this class. Please write your comments and suggestions on the following areas.

1. Teaching Skills and Knowledge

1.1 Teaching Skills _____

1.2 Mastery of the Subject Matter _____

2. Teaching Strategies

2.1 Teaching Methodology _____

2.2 Technological Competency _____

3. Teacher-Student Relationship _____

4. Assessment _____

Thank You.

Appendix B₂
Final Form

Institutional Testing and Evaluation Office
DE LA SALLE UNIVERSITY
Hybrid Course Evaluation Form

 FACULTY: _____ GENDER: _____
 COURSE: _____ SECTION: _____
 DATE/TIME: _____ DEPT. _____

PART A

Directions: The following items describe the teaching-learning process in this hybrid class. Please rate your course by encircling the number which corresponds to your answer. Please use the following scale:

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AREA 1: COURSE DESIGN AND ORGANIZATION

A. Course Content and Format

- | | | | | | | | |
|----|--|---|---|---|---|---|---|
| 1. | The syllabus clearly identifies the blending of face-to-face and online components in the total course. | 5 | 4 | 3 | 2 | 1 | 0 |
| 2. | The course objectives, teaching strategies, requirements, and expectations for both face-to-face and online are clearly explained to the students. | 5 | 4 | 3 | 2 | 1 | 0 |
| 3. | There is a clear integration and continuity of lessons from face-to-face to online. | 5 | 4 | 3 | 2 | 1 | 0 |
| 4. | The online component is relevant to the overall delivery of the course. | 5 | 4 | 3 | 2 | 1 | 0 |
| 5. | The course utilizes other forms of supplementary instructional materials (e.g., links, print, library, web-based and other electronic resources) as integral components of the course. | 5 | 4 | 3 | 2 | 1 | 0 |

B. Interaction/Collaboration

- | | | | | | | | |
|----|--|---|---|---|---|---|---|
| 1. | There is a deliberate effort to create a learning environment where the teacher takes an active role in moderating discussions and providing feedback. | 5 | 4 | 3 | 2 | 1 | 0 |
| 2. | There are various strategies, such as group projects, teamwork, and exchange of posted remarks and documents to foster interaction and collaboration among the students. | 5 | 4 | 3 | 2 | 1 | 0 |
| 3. | Teacher expectations defining required levels of student engagement in both face-to-face and online components of the course are clearly stated. | 5 | 4 | 3 | 2 | 1 | 0 |
| 4. | Learning is dynamic and interactive in both face-to-face and online environments. | 5 | 4 | 3 | 2 | 1 | 0 |

AREA 2: USE OF TECHNOLOGY RESOURCES AND LEARNER SUPPORT

1.	The different IVLE tools and resources are utilized to supplement face-to-face delivery of course content:								
1.1	discussion forum	5	4	3	2	1	0		
1.2	workbin	5	4	3	2	1	0		
1.3	chat room	5	4	3	2	1	0		
1.4	lesson plans	5	4	3	2	1	0		
1.5	assessment	5	4	3	2	1	0		
1.6	class announcement	5	4	3	2	1	0		
2.	Guides/tips on the use of the various IVLE applications (e.g., downloading course materials, taking online quizzes, engaging in synchronous and asynchronous communication, etc.) are clearly explained at the start of the course.	5	4	3	2	1	0		
3.	There is a provision made to extend technical support in the delivery of online course content.	5	4	3	2	1	0		
4.	Etiquette expectations on discussion, email and other forms of communication are clearly stated (e.g., rules of conduct, language, etc.).	5	4	3	2	1	0		
5.	Various links to reference/module websites are made available to the students.	5	4	3	2	1	0		

AREA 3: ASSESSMENT

1.	The course requirements and grading policy both in face-to-face and online components are clearly stated and explained to the students.	5	4	3	2	1	0		
2.	Specific and descriptive criteria are provided for the evaluation of students' work and participation in both face-to-face (e.g., class recitation, exams, etc.) and online classes (e.g., online discussion, quizzes, etc.).	5	4	3	2	1	0		
3.	Multiple assessment tools (e.g. online quizzes, assignments, collaborative projects, rubrics, etc.) are used by the teacher.	5	4	3	2	1	0		
4.	Regular feedback about course performance in both face-to-face and online learning environments is provided to students in a timely manner throughout the course.	5	4	3	2	1	0		
5.	The types of assessment to measure student learning are appropriate and relevant to course content for both face-to-face and online.	5	4	3	2	1	0		

PART B

This part will give you an opportunity to express your opinions regarding the different aspects of the teaching-learning process of this class. Please write your comments and suggestions on the following areas.

1. COURSE DESIGN AND ORGANIZATION

1.1 Course Content and Format

1.2 Interaction/Collaboration

2. USE OF TECHNOLOGY RESOURCES AND LEARNER SUPPORT

3. ASSESSMENT

Thank You.