

Date: _____ **Educational organization of origin:** _____

Title / Version: _____ **Course:** **ENG-3101-1** : English and Interviews
 ENG-3102-2 : English and the World of Work
 ENG-3103-3 : English and Persuasion

Overall Evaluation	Satisfactory	Revision Required	Comments and Suggestions
1. Compliance with program of study and DED:			
a. Families of Learning Situations <input type="checkbox"/> 3101: <i>Seeking and imparting information</i> <input type="checkbox"/> 3102: <i>Seeking and imparting information; Developing and supporting a stance</i> <input type="checkbox"/> 3103: <i>Seeking and imparting information; Developing and supporting a stance</i>			
b. Subject-Specific Competencies <input type="checkbox"/> 3101: C1 and C2 <input type="checkbox"/> 3102: C1 and C3 <input type="checkbox"/> 3103: C1, C2 and C3			
c. Evaluation criteria for each competency			
d. Information clarifying the evaluation criteria			
e. Categories of Knowledge			
f. End-of-Course Outcomes			
g. Goals and orientations of the course			
h. Required texts included <input type="checkbox"/> 3101: filmed semi-structured interview <input type="checkbox"/> 3102: N/A <input type="checkbox"/> 3103: two persuasive ads (print, audio, video)			

Overall Evaluation	Satisfactory	Revision Required	Comments and Suggestions
i. Duration: <input type="checkbox"/> 3101: 180 minutes (Part 1: 120, Part 2: 60) <input type="checkbox"/> 3102: 150 minutes (Part 1: 90, Part 2: 60) <input type="checkbox"/> 3103: 180 minutes (Part 1: 90, Part 2: 90)			
2. Administration procedure:			
a. Appropriate scenario, related to adult learners' interests or preoccupations			
b. Expected productions clearly defined in scenario			
c. Instructions clearly stated and easy to follow			
d. Expectations for the tasks/productions clearly stated and well defined			
e. Tasks realistically completed in the allotted time			
3. Visual aspect (e.g. layout, illustrations and graphics, sufficient space for the answers)			
4. Quality of video materials (e.g. content, sound, music, images, clarity, diversity, absence of discriminatory elements)			
5. Copyright:			
a. Sources clearly indicated (e.g. texts, images, videos)			
b. Rights obtained or verified (e.g. Copibec, Creative Commons, public domain)			
c. Original material (not from teaching guides or other sources)			

Overall Evaluation	Satisfactory	Revision Required	Comments and Suggestions
6. Conformity of materials with DEDs (e.g. required, authorized, unauthorized)			
7. Required documents included: <input type="checkbox"/> <i>Guide</i> <input type="checkbox"/> <i>Adult’s Booklet(s)</i> <input type="checkbox"/> <i>Evaluation Booklet</i> <input type="checkbox"/> <i>Appendices</i> , if applicable <input type="checkbox"/> <i>Resource Booklet</i> , if applicable			
8. The evaluation situation does not contain stereotypes nor offensive and discriminatory elements.			
	Easy	Average	Difficult
9. Level of difficulty (e.g. tasks, texts, vocabulary)			
Overall Evaluation	Satisfactory	Revision required	Comments and Suggestions
10. Quality and pertinence of evaluation tools:			
a. Tools are practical and easy to use.			
b. Expectations for the tasks are translated into observable behaviors in the evaluation rubrics.			
c. Differentiation between performance levels in the evaluation rubrics is clear.			
d. Other evaluation tools (e.g. correction key, observation checklist) are related to the tasks and the expected performances.			
e. Weighting of criteria is respected.			

Other Comments, Improvements or Recommendations

BIM Consultant: _____

Date: _____