

**Business and Computer Applications Education Content Knowledge Evaluation Form  
Modified 5/12/2014**

**University of Montana Western  
Department of Education**

*To be completed by the Supervising Teacher or Principal,  
as part of the Student Teaching or Internship evaluation*

*This form may be completed in an on-going basis,  
throughout the Student Teaching or Internship semester*

**Based on the National Business Education Association Standards  
(Business Teacher Education: Curriculum Guide and Program Standards)  
<http://www.nbea.org>**

**Student Teacher/Intern name:** \_\_\_\_\_

**Student Teacher/Intern Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Supervisor name:** \_\_\_\_\_

**Supervisor Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Rating: 0= unacceptable      1=developing      2=proficient      3=exemplary**

1. The candidate has an obligation to grow continuously as a professional. (Actively seeks out opportunities for personal and professional growth; cares deeply about students, colleagues, the business education discipline, and the teaching profession; hold memberships in professional organizations.)

**Date:**                      **Evidence:**

**Date:**                      **Evidence:**

**Rating: 0       1       2       3**

2. The candidate creates, analyzes, revises, and implements curricula to prepare students for success in business and life. (Reflects local, state, and national standards; consists of sequential integrated learning experiences; provides for delivery of content in a developmentally appropriate manner.)

**Date:**                      **Evidence:**

**Date:**                      **Evidence:**

**Rating: 0       1       2       3**

3. The candidate facilitates the learning of dynamic subject matter in a diverse learning environment. (Uses self-directed learning to help students gain access to knowledge, direct their own learning, and learn how to learn; employs a variety of instructional strategies to engage all students in the learning process, demonstrates effective communication skills to facilitate learning.)

**Date:**                      **Evidence:**

**Date:**                      **Evidence:**

**Rating:** 0       1       2       3

4. The candidate assesses student progress to enhance the learning environment to optimize student success. (Develops formative and summative assessments linked to achievement standards and performance expectations for learning; uses multiple forms of assessment.)

**Date:**                      **Evidence:**

**Date:**                      **Evidence:**

**Rating:** 0       1       2       3

5. The candidate practices positive and effective techniques for managing the classroom environment. (Establishes and maintains a classroom environment based on rapport and respect; promotes a culture of learning; manages student behavior; organizes physical space.)

**Date:**                      **Evidence:**

**Date:**                      **Evidence:**

**Rating:** 0       1       2       3

6. The candidate integrates professional student organizations into the curriculum. (Supports the student organization to provide an environment for students to grow professionally, personally, and socially; recognizes that the student organization provides opportunities to involve the business and professional community in support of the goals of the business education program.)

**Date:**                      **Evidence:**

**Date:**                      **Evidence:**

**Rating:** 0       1       2       3

7. The candidate communicates effectively with all stakeholders. (Serves as an ambassador for business education with all stakeholders, demonstrates effective communication skills to facilitate learning; incorporates quality standards in all forms of communication.)

**Date:**                      **Evidence:**

**Date:**                      **Evidence:**

**Rating:** 0       1       2       3

8. The candidate builds professional relationships with stakeholders to produce a vibrant, holistic learning environment that reflects the real world and provides benefits for the student and the community. (Recognizes that student achievement is a collaborative effort among a variety of stakeholders; builds professional relationships with stakeholders to create a learning environment in which students move continuously and easily between school and community to facilitate the learning process.)

**Date:**                      **Evidence:**

**Date:**                      **Evidence:**

**Rating:** 0       1       2       3

9. The candidate helps students to achieve success in business and life. (Assists students in adjusting to a functioning effectively in educational and business environments; helps students discover their potential for intellectual, personal, social and emotional growth.)

**Date:**                      **Evidence:**

**Date:**                      **Evidence:**

**Rating:** 0       1       2       3

10. The candidate must possess a solid foundation in business content, general education, and professional education. (Demonstrates knowledge and skills in educational foundations, teaching-learning theory, learning styles, exceptionalities, instructional strategies, assessment techniques, and field experiences to effectively teach business education; gains real life experience in the application of business knowledge and skills)

**Date:**                      **Evidence:**

**Date:**                      **Evidence:**

**Rating:** 0       1       2       3

**Average Rating:**

(Add all ratings, then divide by 10) \_\_\_\_\_

**Additional Comments (Strengths and Areas for Improvement):**