



Approved by the study board of Art & Technology, Sept. 2012

Course evaluation

Planning the course, the lecturer has to ensure that the course content and form are in accordance with both the study plan and the students' knowledge gained from previous semesters. At the beginning of the course, the responsible course lecturer should present the course, its form and content and discuss together with the students the mutual expectations.

It is the responsibility of each lecturer to evaluate the course through a midway evaluation and a final evaluation. The midway evaluation is an informal discussion between the lecturer and the students on the course content, form and relevance in regard to the semester's overall learning goals. Shortcomings must be adjusted for the remainder of the course. The responsible lecturer must produce a short, written final course evaluation following this scheme:

1.	Course content (is there a discrepancy between the semester/course description and the actual content?)
2.	Course learning objectives (is there a discrepancy between the semester/course description and the actual learning objectives?)
3.	Relevance in relation to semester theme
4.	The quality and quantity of the mandatory literature
5.	Reflections on the teacher's pedagogical strategies
6.	The quantity of workload in relation to the students' own efforts
7.	Other comments:

The final report has to be sent to the semester coordinator no later than 4 week after the course termination and forms part of the final group semester meeting (semester evaluation) and a semester report for the Study Board's approval.