

# Discussion group leader's individual self-rating scale

**To help faculty develop the skill of self-assessment in an AO course context, ask yourself the following questions to pinpoint the strengths and weaknesses of a discussion session.**

Assign 1 point for an answer of "yes", 0 points for an answer of "no". A score of 17–20 is outstanding, 13–16 is good, 9–12 is satisfactory, 5–8 is adequate, and 1–4 is poor.

yes=1 /no=0

1. Learning outcomes were defined and necessary preparations for the session were properly handled ☐
2. The discussion session started on time ☐
3. All members participated in the discussion ☐
4. Questions were well planned, properly asked, and provoked discussion ☐
5. Discussion seemed to be spontaneous and not forced ☐
6. Discussion was progressive, kept on the topic, and was directed toward the attainment of the objectives ☐
7. I avoided lecturing or dominating the discussion ☐
8. An attempt was made to get members to recognize and respect the opinions of others ☐
9. I did not take sides in any discussion ☐
10. I refrained from answering questions, referring them back to the group ☐
11. I avoided putting forward my own opinions and ideas ☐
12. Rephrasing was used only when necessary with the simplest words possible and was brief ☐
13. Control over the group was maintained at all times ☐
14. Frequent summaries of the discussion were made to crystallize group thinking ☐
15. A blackboard or chart sheet was used effectively ☐
16. All essential topics or phases of the outline were covered ☐
17. Interest was maintained throughout the session ☐
18. The group left with something to think about ☐
19. A final summary was made with the help of the group or the facilitator ☐
20. The discussion session closed on time ☐

**Total**

