**TA Evaluation**

TA Points are worth 5% of your course grade. These points are assigned by your TA at the end of the semester. Each TA has the right to add extra criteria to this list, but those below serve as a general guideline to help you understand our expectations of you during this course. Doing all of these does not guarantee full TA credit points, but it certainly will help!

**Students should:**

- Arrive on time to lab & stay the entire time.
- Be prepared for the lab, mentally and physically (bring all lab supplies/books etc.)
- Complete the work assigned in an orderly and timely fashion.
- Organize your lab bench and materials, your lab notes and drawings.
- Work well as a team member = not always in a leadership during the dissections.
- Use the lab time judiciously.
- Keep lab area neat and clean.
  - Put away all specimens on the back bench in their proper place.
  - Wash dissection pans, slides and coverslips, dry and put away
- Pay attention in class.
- Talk respectfully, in low volumes to the TA and to all other students.
- No cell phone use, food or drinks during lab time.
- Ask permission of the TA to leave the room to use the bathroom (This is for safety reasons so that we are always aware of who was/should be in the classroom at any given point.)
- Take all personal belongings with you at the end of each lab.
- Pick up all lab quizzes and extra credit quiz slips.
- Go above and beyond (to infinity) to help your TA and fellow classmates.

**Notebooks**

You will be given a check list explaining our expectation for your lab notebooks in the first lab. Lab notebooks are also worth 5% of your overall course grade. All lab notebooks will be graded by the TAs using a spreadsheet with the following point distribution: (total of 50 points)

1 point for actually writing your name and section # on your lab notebook
1 point for actually writing your name and section # on your lab manual
   - this will be checked at random
40 points for the drawings (1 point per required drawing)
2 points for the labeling of the diagrams
2 points for using a ruler for the labeling lines
2 points for quality overall of the drawings (clean pencil lines and no smudges)
2 points for effort (subjective).