

BASIC PRINCIPLES OF EVALUATION

- **Collect sufficient information to make an accurate assessment.**
- **Steer clear of generalizations.**
- **Understand your own biases.**
- **Document objectively – what you observe, not what you think or feel.**
- **Timely feedback and evaluation are critical – constructive feedback should not be a surprise.**
- **Be direct in your feedback and evaluation. Ambiguity in this time is destructive.**
- **Genuine, authentic evaluation fosters growth and development.**