

Elkton School District 34

Code: **IIAA-AR**
 Adopted: 8/10/98

Textbook Selection and Adoption – Textbook Evaluation Form

School _____

Title of Book _____

Author _____

Author's Background and Qualifications _____

Publisher _____ Copyright Date _____

Subject Field _____ List Price _____

Secondary Course Title or Elementary Grade Level _____

	Yes	No
A. Is the viewpoint of the author consistent with the Board of Education's Statement of Educational Philosophy?		
B. Is the viewpoint of the author consistent with the teaching and learning objectives for the subject?		
C. Does the book substantially meet these 10 criteria for selection?		
1. Is the material needed by the school, department or course?		
2. Is it among the best of its kind available for the use intended?		
3. Does it help to implement the course of study?		
4. Are its contents, vocabulary and format generally suitable for the students?		
5. Does it have literary merit and interest appeal?		
6. Have any available reviews been examined?		
7. Have members of the staff read and examined the material and recommended the title for purchase?		
8. Has the area specialist or department chair reviewed the material?		
9. Does it contribute to a balanced presentation of the subject matter?		
10. Does it fairly portray ethnic, racial, religious and sex roles?		

D. Appropriateness of material for student learning:

	Excellent	Good	Unsatisfactory	None
1. Interesting and challenging at level of student comprehension				
2. Correct and up-to-date				
3. Logical organization of content				
4. Pertinence of pictures and graphic presentations				
5. Discussion topics, questions, student activities				
6. Student references and bibliographies				
7. Tables of content, indexes, glossaries, appendixes, annotations				
8. Summaries				
9. Suggested student activities				
10. Student manuals and workbooks				
11. Student self-tests				

E. Appropriateness of material for instruction:

	Excellent	Good	Unsatisfactory	None
1. Teacher's guide or manual				
2. Teacher references and bibliography				
3. Suggested supplementary materials and audiovisual aids				
4. Suggested instructional methods				
5. Separately published achievement tests				
6. Separately published diagnostic tests				
7. Provision for teaching different ability groups				

Textbook Selection and Adoption – Textbook Evaluation Form – IIAA-AR
(continued)

8. Content generally free of material that may be considered offensive according to accepted community standards				
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F. Physical characteristics:

	Excellent	Good	Unsatisfactory	None
1. Cover design and use of color throughout book				
2. Style and size of type				
3. Layout of pages				
4. Clear pictures and graphic illustrations				
5. Binding, quality of paper and size of book				

Approved _____
Department Chair/Curriculum Committee Chair

Date: _____