

Textbook Selection and Adoption - Textbook Evaluation Form

School _____

Title of Material _____

Author _____

Author's Background and Qualifications _____

Publisher _____ Copyright Date _____

Subject Field _____ List Price _____

Secondary Course Title or Elementary Grade Level _____

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

	Excellent	Good	Unsatisfactory	None
4. Appropriateness of material for student learning:				
a. Interesting and challenging at level of student comprehension				
b. Correct and up-to-date				
c. Logical organization of content				
d. Pertinence of pictures and graphic presentations				
e. Discussion topics, questions, student activities				
f. Student references and bibliographies				
g. Tables of content, indexes, glossaries, appendixes, annotations				
h. Summaries				
i. Suggested student activities				
j. Student manuals and workbooks				
k. Student self-tests				
	Excellent	Good	Unsatisfactory	None
5. Appropriateness of material for instruction:				
a. Teacher's guide or manual				
b. Teacher references and bibliography				
c. Suggested supplementary materials and aids				
d. Suggested instructional methods				
e. Separately published achievement tests				
f. Separately published diagnostic tests				
g. Provision for teaching different ability groups				
h. Content generally free of material that may be considered offensive according to accepted community standards				

	Excellent	Good	Unsatisfactory	None
6. Physical characteristics:				
a. Cover design and use of color throughout book				
b. Style and size of type				
c. Layout of pages				
d. Clear pictures and graphic illustrations				
e. Binding, quality of paper and size of book				

Approved _____
 Department Chair/Curriculum Committee Chair

Date: _____