**Question & Answer (Q&A) Guidelines and Instructions**

For the graduate student being assessed:

Following the teaching demonstration, you will be asked comprehension questions about the material covered in your teaching demo. The questions will vary, and may ask you to further explain a concept, for example. You will be evaluated on your listening skills and communication skills (language fluency, comprehensibility, and ability to deliver information/response), and not on teaching or content knowledge.

* Comprehend the question first. Ask for clarification if you need to.
* Form a clear answer. When responding to the question, it is advisable to give examples and/or illustrate it on the board.
* Aim to be confident in your responses, but also plan to show your enthusiasm for the question. Your response must prove that you can engage and interact with students (represented by the panel) to enhance their learning.
* Show respect for students’ (panel) questions by acknowledging their contributions and by thanking them for participating. At the end, do not forget to ask if the question has been responded. (e.g., Did I answer your question? Did I understand your question correctly?)
* Remember to focus on communicating your responses effectively.