

TEXTBOOK SELECTION AND ADOPTION
(Textbook Evaluation Form)

School _____

Title of Book _____

Author _____

Author's Background and Qualifications _____

Publisher _____ Copyright Date _____

Subject Field _____ List Price of Book _____

Secondary Course Title or Elementary Grade Level _____

	<u>Yes</u>	<u>No</u>
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 ten (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 chairperson 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?	_____	_____

	<u>Excellent</u>	<u>Good</u>	<u>Unsatisfactory</u>	<u>None</u>
D. Appropriateness of material for student learning:				
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, and student activities	---	---	---	---
6. Student references and bibliographies	---	---	---	---
7. Tables of content, indexes, glossaries, appendixes, and annotations	---	---	---	---
8. Summaries	---	---	---	---
9. Suggested student activities	---	---	---	---
10. Student manuals and workbooks	---	---	---	---
11. Student self-tests	---	---	---	---
E. Appropriateness of material for instruction:				
1. Teacher's guide or manual	---	---	---	---
2. Teacher references and bibliography	---	---	---	---
3. Suggested supplementary printed materials and audio-visual aids	---	---	---	---
4. Suggested instructional methods	---	---	---	---
5. Separately published achievement tests	---	---	---	---
6. Separately published diagnostic tests	---	---	---	---
7. Provision for teaching different ability groups	---	---	---	---
8. Content generally free of material that may be considered offensive according to accepted community standards	---	---	---	---
F. Physical characteristics:				
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 Chairperson/Curriculum
 Committee Chairperson

Date _____