

Suggested agenda for mid-course meeting

- What is the student representatives and the examiners impression of the course so far?
- Do the student representatives feel that the course provides students with the right opportunities for absolving the learning outcomes?
- Is the alignment between learning outcomes, learning activities and examining parts (the constructive alignment) clear to the students?
- Is all information about the different parts of the course and about deadlines clear to the students? Are deadlines reasonable in relation to each other and to deadlines in parallel courses?
- Is there something that the examiner should inform the course participants about?
- Is there something that the examiner should keep in mind for the remained of the course?
- Should the examiner add any extra questions to the course survey?
- (For second cycle course (master's courses) where the examiner is responsible for booking the course evaluation meeting) What could be a suitable time for the course evaluation meeting?
- Other matters

Information

The mid-course meeting should be held in the middle of the course (around study week three or four for a course which lasts for one study period). For courses lasting more than one study period it is recommended to hold one mid-course meeting in each study period.

The examiner takes notes at the mid-course meeting and checks them with the student representatives. At latest three days after the mid-course meeting the notes should be published on the course home page and the course participants should be notified about this.