

Presentation Title: _____

Evaluator: _____

Presenter: _____

Date: _____

Characteristics	5	4	3	0
Content (Weighting x 2)	<ul style="list-style-type: none"> Content was highly appropriate for the course assignment or outside presenter's goals No content errors Well articulated ideas that are supported by evidence Clearly differentiates between fact, theory and inference Answers all questions clearly and completely Uses a variety of appropriate citations. 	<ul style="list-style-type: none"> Content was mostly appropriate for the course assignment or outside presenter's goals No significant content errors Most ideas are well articulated and supported by evidence Often differentiates between fact, theory and inference Answers nearly all questions clearly and completely Uses appropriate citations. 	<ul style="list-style-type: none"> Content was somewhat appropriate for the course assignment or outside presenter's goals A few significant content errors but general ideas correct Few ideas are well articulated, few are supported by evidence Often confuses fact, theory and inference Has trouble answering questions No appropriate citations. 	Unacceptable
Planning and Preparation	<ul style="list-style-type: none"> Manages time well, presentation ends at the scheduled time Smooth transitions, ideas and slides flow effectively, topic presented in a logical order Highly appropriate topic and level for the audience Little or no use of technical jargon, all technical words appropriately defined All visual/audio aids relevant to topic or support the presentation Visual/audio aids are complete, easy to understand, and easy to see/hear 	<ul style="list-style-type: none"> Manages time fairly well, presentation ends close to the scheduled time Most transitions smooth, ideas and slides flow reasonably well, presentation fairly easy to follow Somewhat appropriate topic and level for the audience Some technical jargon, all technical words defined Most visual/audio aids relevant to topic or support the presentation Visual/audio aids are somewhat easy to understand and see/hear 	<ul style="list-style-type: none"> Presentation ends about 20% too soon or too late Choppy transitions, ideas and slides flow, presentation difficult to follow Topic and difficulty level too simple or complex for most of the audience A lot of technical jargon, a few technical words defined Most visual/audio aids not relevant to topic OR most visual/audio aids missing Visual/audio aids are difficult to understand and see/hear 	Unacceptable
Delivery	<ul style="list-style-type: none"> Generated and maintained significant interest in the topic throughout presentation Nearly continual use of direct eye contact, seldom looks at notes Displays relaxed, self-confident nature about self, with no mistakes Correct, precise pronunciation of terms, all audience members can hear presentation. 	<ul style="list-style-type: none"> Generated and maintained some interest in the topic throughout presentation Consistent use of direct eye contact with audience, often returns to notes Makes minor mistakes, but quickly recovers; displays little or no tension Most words pronounced correctly, most audience members can hear presentation 	<ul style="list-style-type: none"> Generated and maintained little interest in the topic throughout presentation Minimal eye contact with audience, mostly reading from the notes Tension and nervousness is obvious; has trouble recovering from mistakes Many incorrectly pronounced words, many audience members have difficulty hearing presentation 	Unacceptable

Note: if any section is Unacceptable, then the entire presentation gets a zero.

Additional comments about the presentation:

What did you learn from this presentation? Write a short paragraph.

Circle one	
Acceptable	Total = <input style="width: 50px; text-align: center;" type="text"/> /20
Unacceptable	Total = 0