

ORAL PRESENTATION EVALUATION FORM

PLEASE NOTE: THIS FORM WILL BE GIVEN TO THE PRESENTER
AFTER THE EVENT TO PROVIDE FEEDBACK

Name of Presenter: _____ Department / College: _____

Talk Number: _____

Please mark the score for each evaluation criterion below.

	Needs Improvement	Fair	Average	Good	Excellent
Content					
Clarity of content	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	<input type="text" value="8"/>	<input type="text" value="10"/>
Quality of content (background, methodology, findings, etc.)	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	<input type="text" value="8"/>	<input type="text" value="10"/>
Supports main points	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	<input type="text" value="8"/>	<input type="text" value="10"/>

Comments on Content:

Content Points = _____ / 30

Organization

Appropriate use of media, layout, and logical flow of ideas	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	<input type="text" value="8"/>	<input type="text" value="10"/>
Clear thesis and supporting data	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	<input type="text" value="8"/>	<input type="text" value="10"/>
Informative and clear project summary	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	<input type="text" value="8"/>	<input type="text" value="10"/>

Comments on Organization:

Organization Points = _____ / 30

Delivery

Professional delivery and engaged with audience	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	<input type="text" value="8"/>	<input type="text" value="10"/>
Command of language/avoiding jargon	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	<input type="text" value="8"/>	<input type="text" value="10"/>
Response to questions	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	<input type="text" value="8"/>	<input type="text" value="10"/>

Comments on Delivery:

Delivery Points = _____ / 30

Overall Impression/Quality

Overall Impression Points = _____ / 10

Comments (may use back of paper as well)

TOTAL SCORE = _____ / 100

What were the strengths of this presentation?

Do you have any suggestions for improvement?