**Speaker Evaluation Form for Webinar Speakers**

**Webinar Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Speaker’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Platform Used: ☐ Zoom ☐ Microsoft Teams ☐ Google Meet ☐ Other**

**Participant Information:**

* **Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**1. Content Evaluation:**

* **Was the webinar topic relevant? ☐ Yes ☐ No**
* **Were the objectives clearly defined? ☐ Yes ☐ No**
* **Clarity and coherence of content: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2. Speaker Performance:**

* **Voice Clarity: ☐ Excellent ☐ Good ☐ Fair ☐ Poor**
* **Confidence and Command over Topic: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Responsiveness to Questions: ☐ Excellent ☐ Good ☐ Fair ☐ Poor**
* **Technical Skills (handling tools): ☐ Excellent ☐ Good ☐ Fair ☐ Poor**

**3. Interaction & Engagement:**

* **Did the speaker engage participants effectively? ☐ Yes ☐ No**
* **Use of real-life examples: ☐ Yes ☐ No**
* **Interactive elements included (polls, Q&A, etc.): ☐ Yes ☐ No**

**4. Evaluation (Scale 1-5):**

| **Aspect** | **1** | **2** | **3** | **4** | **5** |
| --- | --- | --- | --- | --- | --- |
| **Topic Relevance** | **☐** | **☐** | **☐** | **☐** | **☐** |
| **Visual Aids & Presentation** | **☐** | **☐** | **☐** | **☐** | **☐** |
| **Knowledge Depth** | **☐** | **☐** | **☐** | **☐** | **☐** |
| **Audience Interaction** | **☐** | **☐** | **☐** | **☐** | **☐** |

**Feedback Section:**

* **Best part of the webinar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Areas for improvement: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Would you attend another webinar by this speaker? ☐ Yes ☐ No**