PRESENTATION EVALUATION FORM

**Presentation Grade**

5= Excellent (A)

4 = Good (AB)

3 = Satisfactory (B)

2 = Some problems (BC)

1 = Many problems (C)

0 = Did not present (F)

NA= Not Applicable

Presenter(s)

Topic

**Introduction:** Did the introduction capture your interest? Was necessary background given? Was a clear purpose conveyed?

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**Organization:** Was there a clear organization? Were transitions between sections clear and effective? Did the organization lead to a clear conclusion?

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**Content:** Did the speakers support their points? Was the supporting material relevant, up to date?

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**Visual Aids:** Were visual aids used effectively and appropriately, carefully prepared?

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**Conclusion:** Were key points reinforced? Was a sense of closure provided? If appropriate, was a course of action proposed?

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**Delivery:** Was/were the speaker(s) natural, enthusiastic? Did they speak clearly? Were appropriate gestures, posture, expressions used?

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**Discussion:** Were questions answered accurately, clearly, effectively?

General Comments (use back):

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