

# Civil Engineering

## Oral Team Presentation Evaluation

Evaluator: \_\_\_\_\_

Team Members: \_\_\_\_\_

Date \_\_\_\_\_

Team No. \_\_\_\_\_

Excellent	Average	Poor		
5	4	3	2	1

### Introduction

Gained the attention of the audience

Clearly presented goals / objectives

### Delivery Effectiveness

Spoke clearly / loud enough

Faced the audience, generally

Did not read excessively from script or note cards

Professional attitude and dress

### Visual Aids

Appropriate medium / quality

Adequate overall size

Adequate for required legibility

### Technical Content

Appropriate level of detail

Conveyed competence and understanding of their methods / choices

Addressed the important / key elements

### Answers to Audience Questions

Thoughtful

Not "defensive"

Felt comfortable saying "I don't know" (if appropriate)

Seemed willing to learn from questions / comments

### Timing

Pace of the presentation

Approximately equal division of time among team members

### Conclusions

Summary of key issues

Concise closing statement

Total:

Comments: