

✓ yes  
 ✗ no  
 — some  
 ↓

# Evaluation of Undergraduate Presentation

Presenter(s): Group # \_\_\_\_\_ Topic: \_\_\_\_\_ Date: \_\_\_\_\_  
 year – month – day

## (20%) Presentation Skills

- Was the presentation visually clear? legibility, clutter, consistent design, visual flow
- Was the presentation audibly clear? volume, pace, enunciation, emphasis
- Did the presentation engage audience attention?
- Did the presenter talk directly to the audience?
- Were the speakers confident and familiar with the topic?

▶ 0 · ½ · 1 · 1½ · 2 · 2½ · 3 · 3½ · 4  
 weak strong ×5

## (24%) Content

- Was the presentation insightful?
- Were appropriate examples used?
- Did audience learn anything from the presentation?
- Do audience understand something about the topic better because of presentation?
- Did the audience benefit from the analysis of the topic or of the consequences of the technology?

▶ 0 · ½ · 1 · 1½ · 2 · 2½ · 3 · 3½ · 4  
 weak strong ×6

## (24%) Organization/Structure

- Were the specific purpose and relevance of the presentation made clear?
- Was the organization balanced so there was enough time for important concepts?
- Was the organization balanced so there was enough explanation of difficult concepts?
- Were the ideas presented in a logical sequence?
- Was there a clear introduction & conclusion?

▶ 0 · ½ · 1 · 1½ · 2 · 2½ · 3 · 3½ · 4  
 weak strong ×6

## (12%) Engagement

- Did the presenters create questions that promoted discussion?
- Did the presenters facilitate discussion?

▶ 0 · ½ · 1 · 1½ · 2 · 2½ · 3 · 3½ · 4  
 weak strong ×3

## (20%) Conciseness

- Was the talk too short (< 10 min.) or too long (> 15 min.)?
- Were the ideas expressed without rambling?

▶ 0 · ½ · 1 · 1½ · 2 · 2½ · 3 · 3½ · 4  
 weak strong ×5

%

Credible sources?

yes  no  n/a

Citations for facts?

yes  no  n/a

Citations for images?

yes  no  n/a

See next page

# Evaluation of Undergraduate Presentation (cont.)

① Presentation skills: Oral

④ Content

⑦ Conciseness

② Presentation skills: Visual

⑤ Organization/Structure

⑧ Other

③ Presentation skills: General

⑥ Engagement

A large grid of dotted lines, intended for writing notes or scores during the evaluation process. The grid consists of approximately 20 columns and 20 rows of small squares.

holly: jamiel/Documents/Teaching/Admin/GradingForms/Presentations/Undergrad/grading.oral.presentations, undergrad, 2019-10-18-1b