PRESENTATION GRADE SHEET

Presenter:
Talk topic:

DETAILED COMMENTS

1. Was the lecture well presented (e.g. audible for everyone, legible writing/slides)?

2. Was the lecture well organized? Was the lecture well paced?

3. Did the speaker seem to understand the material?

4. Did the speaker explain the material clearly? Were the explanations too technical? Too simplified?

5. Did the speaker strive to keep the audiences' attention (e.g. eye contact, varying voice and facial expression, movement, humor, mystery, surprise, interactivity)?

6. Was the speaker attentive to the needs of the audience (e.g. “you might think X, but”, “this is similar to X, but”)?

STRENGTHS

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SUGGESTIONS FOR IMPROVEMENT

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OVERALL EVALUATION

1 2 3 4 5 6 7 8 9 10