## Oral Presentation Evaluation Form

### Content
- exhibits knowledge of content in presentation: **6**
- uses accurate, up to date resources: **4**
- answers questions accurately: **4**
- utilizes appropriate technology in presentation: **4**
- information organized so audience can grasp major concepts: **6**

### Organization
- conducts relevant pre-assessment: **2**
- states pertinent, clear and appropriate purpose: **4**
- presents material in a well-organized, logical sequence, easy for participants to follow: **8**
- present appropriate amount of material for time: **6**
- presents at appropriate level for group: **8**
- visual materials are visible, well organized and appropriate: **8**
- presents effective conclusion: **2**

### Delivery
- presents in a clear and easy to understand voice; speaks easily, not haltingly: **4**
- presents without distracting mannerisms: **4**
- gives enthusiastic, interesting presentation: **4**
- speaks at a speed appropriate for audience comprehension: **4**
- maintains eye contact, limited use of notes; does not read Powerpoint slides: **6**

### Audience Involvement
- assesses audience’s understanding at appropriate intervals: **6**
- encourages audience involvement: **6**
- listens to and deals with questions effectively: **4**

### Total
- **100**

### Comments:

Evaluator’s Signature ______________________  Date _____  
Student’s Signature ______________________  Date _____