

Class Presentation Evaluation

Name:

Presenter:

Topic:

1. Subject. Was the presentation informative? Did it have a clear focus? Was it well researched?

1 ... 2 ... 3 ... 4 ... 5 ... 6 ... 7
poor outstanding

2. Organization/Clarity. Was it easy to follow? Was there a clear introduction and conclusion?

1 ... 2 ... 3 ... 4 ... 5 ... 6 ... 7
poor outstanding

3. Preparation. Had the speaker rehearsed? Was s/he in control of the sequence, pacing and flow of the presentation? Did s/he make effective use of notes, without relying on them too heavily?

1 ... 2 ... 3 ... 4 ... 5 ... 6 ... 7
poor outstanding

From: Goring, Laura, (2003) "Planning Student Presentations", Teaching Tips, Perlman Center for Learning and Teaching, Carleton College. Available from http://webapps.acs.carleton.edu/campus/ltc/teach_tips/presentations/.

4. Sensitivity to audience. Did the speaker maintain eye contact with all members of the class? Did s/he give you time to take notes as needed? Did s/he repeat the main ideas more than once? Did s/he make effective use of pauses, gestures, change in pace and pitch?

1 ... 2 ... 3 ... 4 ... 5 ... 6 ... 7
poor outstanding

5. Visual aids. Did the speaker make effective use of handouts, overheads and/or the blackboard? Were overheads or board writing large enough to see easily?

1 ... 2 ... 3 ... 4 ... 5 ... 6 ... 7
poor outstanding

Other Comments: