Presentation Evaluation Form

Rate the Presentation, 1-5
5=Excellent      1= Poor      NA= not applicable

Name:____________________________ Topic or Title:________________________________

1. Introduction: Did the introduction capture your interest; was necessary background given; was a clear purpose conveyed?
2. Organization: Was there a clear organization; were transitions between sections clear and effective; did the organization lead to a clear conclusion?
3. Content: Did the presenter support their points; was the supporting material relevant and up to date or current?
4. Visual Aids: Were visual aids used effectively and appropriately; were they carefully and thoughtfully prepared?
5. Conclusion: Were key points reinforced; was a sense of closure provided; if appropriate, was a course of action proposed?
6. Delivery: Was the speaker natural, enthusiastic; did s/he speak clearly; were appropriate gestures, posture, expressions used?
7. Discussion: Were questions answered accurately, clearly, and effectively?

8. Overall Rating

General Comments (use back if necessary):

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