**CSC354 - Final Presentation**

**Name: Grade: / 20**

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| --- | --- | --- | --- | --- |
| **Individual Component** | | | | |
|  | **0** | **1** | **2** | **Score** |
| **Delivery** | * Poor delivery * Hesitation/uncertainty in delivery * Reading off contents | * Some hesitation or uncertainty in delivery * Mostly reading off contents | * Clear / confident delivery of main points * Minimal reading of contents |  |
| **Contents: Relevance to Overall Presentation** | * Little or no focus * Little relevance to overall presentation * Little or no focus on key points | * Some focus on contents * Some relevance to presentation * Some focus on key points | * Clear focus on contents * Contents relevant to presentation * Clear focus on key points |  |
| **Contents: Relevance to Project Role** | * Not up-to-date info about project * Minimal or no relevance to project role | * Some up-to-date info about project * Some relevance to project role | * Most current info about project * Clearly supports project role |  |
| **Organization / Readability** | * Minimal or no organization * Poor transition between key points * Presentation does not flow well | * Some organization * Mostly appropriate transition between key points * Presentation flow mostly okay | * Clearly organized * Good transition between key points * Presentation flows well |  |
| **Attire** | * Improper attire | * Casual attire | * Business Casual / Formal attire |  |
| **Eye Contact /Audience Interaction** | * Minimal or no eye contact with audience * Not sensitive to audience’s verbal and non-verbal feedback | * Some eye contact * Some sensitivity to audience | * Good eye contact * Good sensitivity / interaction with audience |  |
| **Team Component** | | | | |
|  | **0** | **1** | **2** | **Score** |
| **Agenda / Outline** | * No outline   for presentation | * Informal outline | * Well organized outline |  |
| **Overall Slide Layout** | * No consistency or organization | * Some inconsistency or unorganized | * Clear consistency and well organized |  |
| **Overall Presentation Organization** | * Poor organization   of contents   * No summary of presentation | * Some organization of contents * Some attempt at summary | * Good organization of contents * Good summary   of presentation |  |
| **Speaker Transition** | * No transition between main ideas | * Some transition between main ideas | * Excellent transition |  |

**Introduction**

**Conclusion & Wrap-up**

**Q & A Session**

**Instructor’s Comments:**