**Oral Presentation Grade Form**

Name of Presenter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Grader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Presentation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time Begin(hh:mm:ss): \_\_\_:\_\_\_:\_\_\_ Time End : \_\_\_:\_\_\_:\_\_\_ **Total Time(mm:ss):** \_\_\_:\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Considerations** | **Possible Points** | **Points Received** |
| **Time** | 0 points<15,  ***-0.5 points/minute after 22 minutes*** |  |  |
| Comments: | | | |
| **Organization** | Is title clear, concise, descriptive? | 5 |  |
| Is it clear what will be covered in the presentation? | 5 |
| Is the information presented in a logical, interesting sequence? | 5 |
| Comments: | | | |
| **Content** | Was the content clearly presented and reflected adequate scientific rigor? | 10 |  |
| Does the information presented match the expectations/questions posed from the beginning of the presentation? | 10 |
| Comments: | | | |
| **Subject Knowledge** | Does the presenter appear comfortable and confident based on their knowledge of the topic? | 10 |  |
| Does the presenter emphasize the difference between the most relevant information and contextual information? | 10 |
| Comments: | | | |
| **Visual aids** | Consistent style (fonts, bullets, headings, etc.) | 5 |  |
| Appropriate use of animation and other .ppt features | 5 |
| Professional appearance (can slides be viewed from back of room, slides not too cluttered, etc.) | 5 |
| Quality of graphics (excel default colors and style? etc.) | 5 |
| Comments: | | | |
| **Total** |  | 20 |  |

Total Presenter’s Score = Organization (Average) + Content (Average) + Subject Knowledge (Average) + Visual aids (Average)

Total Grade = Presentation Score + Feedback Score (based on comments added to the grade form).