**Oral Presentation evaluation form**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Content** | | **1\*** | | **2\*** | | **3\*** | | **4\*** | | **5\*** | |  | |
| *Introduction/Overview of issue* | |  | |  | |  | |  | |  | | Comments: | |
| (sets a map; stirs interest) | |  | |  | |  | |  | |  | |  | |
|  | |  | |  | |  | |  | |  | |  | |
| *Accuracy/completeness of diagnosis* | |  | |  | |  | |  | |  | | *Comments:* | |
| (identifies and correctly deals with all issues; utilizes appropriate research; completeness) | |  | |  | |  | |  | |  | |  | |
|  | |  | |  | |  | |  | |  | |  | |
| *Organization* | |  | |  | |  | |  | |  | | *Comments:* | |
| (understandable; possesses logical sequence, separation and flow of ideas; smooth transitions to next idea) | |  | |  | |  | |  | |  | |  | |
|  | |  | |  | |  | |  | |  | |  | |
| *Understanding* | |  | |  | |  | |  | |  | | *Comments:* | |
| (demonstrates understanding of concepts in assignment) | |  | |  | |  | |  | |  | |  | |
|  | |  | |  | |  | |  | |  | |  | |
| *Integration* | |  | |  | |  | |  | |  | | *Comments:* | |
| (compares and illustrates learned concepts with illustration from own personal work situations; uses outside research) | |  | |  | |  | |  | |  | |  | |
|  | |  | |  | |  | |  | |  | |  | |
| *Critical Thinking* | |  | |  | |  | |  | |  | | *Comments:* | |
| (discussion demonstrates understanding of learned theory or concepts in assignment and recommendations based on objective analysis of issue) | |  | |  | |  | |  | |  | |  | |
| ***Presentation*** | | **1\*** | | **2\*** | | **3\*** | | **4\*** | | **5\*** | |  | |
| *Presentation Skills* | |  | |  | |  | |  | |  | | *Comments:* | |
| (demonstrates preparation and rehearsal; vocabulary, grammar, vocal variety, gestures, eye contact, body language, enunciation, avoids “filler words,” trite or colloquial phrases | |  | |  | |  | |  | |  | |  | |
|  | |  | |  | |  | |  | |  | |  | |
| *Presentation Dynamics* | |  | |  | |  | |  | |  | | *Comments:* | |
| (pace, humor, innovation, interest, enjoyable, confidence, creativity) | |  | |  | |  | |  | |  | |  | |
|  | |  | |  | |  | |  | |  | |  | |
| *Visual Aids* | |  | |  | |  | |  | |  | | *Comments:* | |
| (use of, readability, appropriateness) | |  | |  | |  | |  | |  | |  | |
|  | |  | |  | |  | |  | |  | |  | |
| *Timeliness* | |  | |  | |  | |  | |  | | *Comments:* | |
| (stays within the allotted time frame) | |  | |  | |  | |  | |  | |  | |

\* 1= unacceptable/F 2=not satisfactory/D 3=satisfactory/C 4=good/B 5=excellent/A