ADS-MIRI Final Project Evaluation Sheet (60%)

Evaluation Criteria for Oral Presentations

Criteria	Exemplary	Proficient	Marginal	Unacceptable
Organization (10%)	Presentation is clear, logical and organised. Listener can follow line of reasoning.	Presentation is generally clear and well organised. A few minor points may be confusing.	Listener can follow presentation with effort. Some arguments are not clear. Organisation seems haphazard.	Logic of arguments is not made clear. Listeners are confused.
Style (5%)	Level of presentation is appropriate for the audience. Presentation is a planned conversation, paced for audience understanding. It is NOT reading of a paper.	Level of presentation is generally appropriate. Pacing is sometimes too fast or slow.	Aspects of the presentation are too elementary or too sophisticated for audience.	Presentation is consistently too elementary or too sophisticated for the audience. Information is read to audience.
Use of Comm. Aids (transparencies, slides, posters, handouts, etc.) (5%)	Communication aids enhance the presentation. They are prepared in a professional manner. Font on visuals is large enough to be seen by all. Information is organized to maximize audience understanding. Details are minimized so that main points stand out.	Communication aids contribute to the quality of the presentation. Font size is appropriate for reading. Appropriate information is included.	Communication aids are poorly prepared or used inappropriately. Font is too small to be easily seen. Too much information is included. Unimportant material is highlighted. Listeners may be confused.	No communication aids are used, or they are so poorly prepared that they detract from the presentation.
Content Depth (10%)	Speaker provides an accurate and complete explanation of key concepts and theories, drawing upon relevant literature. Listeners gain insights.	For the most part, explanations of concepts and theories are accurate and complete. Some helpful applications are included.	Explanations of concepts and/or theories are inaccurate or incomplete. Listeners gain little from the presentation.	No reference is made to literature of theory. Listeners gain no new insights.
Content Accuracy (10%)	Information (names, facts, etc.) included in the presentation is consistently accurate.	No significant errors are made. Listeners recognise any error to be the result of nervousness or oversight.	Enough errors are made to distract a knowledgeable listener, but some information is accurate.	Information is sufficiently inaccurate that the listener cannot depend on the presentation as a source of information.
Demo (experimental or formal) (20%)	Exceptional technical quality.	Correct design and analysis of experimental and/or theoretical results.	Some of the results are of interest. No significant errors.	Useless experimental or theoretic work. Plenty of errors.

Evaluation Criteria for Written Documents

Criteria	Exemplary	Proficient	Marginal	Unacceptable
Organization (10%)	Sectionning is clear, logical and organised. Readers can follow line of reasoning. Document contains abstract, introduction, conclusions and references' sections.	Sectionning is generally clear and well organised. A few minor points may be confusing. Document contains abstract, introduction, conclusions and references' sections.	Readers can follow presentation with effort. Some arguments are not clear. Organisation seems haphazard.	Logic of arguments is not made clear. Readers might get lost.
Style (5%)	Level of presentation is appropriate. Document is NOT cut and paste of a paper.	Level of presentation is generally appropriate. Document is NOT cut and paste of a paper.	Aspects of the presentation are too elementary or too sophisticated for audience.	Presentation is consistently too elementary or too sophisticated for the audience. Information is copied from (uncited) source.
Use of graphs examples and, references. (5%)	Their use enhances the presentation. They are prepared in a professional manner. Captions, labels and references are clear, complete and self-contained. Information is organized to maximize audience understanding. Details are minimized so that main points stand out. Material from external sources is correctly cited.	Their use contributes to the quality of the presentation. Appropriate information is included. Material from external sources is correctly cited.	These aids are poorly prepared or used inappropriately. Too much information is included. Unimportant material is highlighted. Readers may be confused. Some sources are not (correctly) cited.	No aids are used, or they are so poorly prepared that they are useless. Material from external sources is NOT (correctly) cited.
Content Depth (10%)	Document provides an accurate and complete explanation of key concepts and theories, drawing upon relevant literature. Readers gain insights.	For the most part, explanations of concepts and theories are accurate and complete. Some helpful applications are included.	Explanations of concepts and/or theories are inaccurate or incomplete. Readers gain little from the document.	No reference is made to literature of theory. Readers gain no new insights.
Content Accuracy (10%)	Information (names, facts, etc.) included in the document is consistently accurate.	No significant errors are made. Readers recognize any error to be the result of typesetting.	Enough errors are made to distract a knowledgeable reader, but some information is accurate.	Information is sufficiently inaccurate that the reader cannot depend on the document as a source of information.
Demo (experimental or formal) (20%)	Exceptional technical quality. Original design and analysis of experimental and/or theoretical results.	Correct design and analysis of experimental and/or theoretical results.	Some of the results are of interest. No significant errors.	Useless experimental or theoretic work. Plenty of errors.

Whichever option you choose to present your final work be aware that it should reflect the expertise on data structures that you acquire during this course, your critical, logical and analytic scientific thinking, accuracy and originality.