**Presentation skills**

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| **Skills** | **Comments** |  |  |
| The speaker stands correctly. | How does he/she stands? … He stood up straight.…….  Does he/she swing or lean? ……No, I don’t……..  Does he/she smile and look interested? ……Yes , I do…….. |  |  |
| The speaker maintain eye contact. | How? … Using the eyes to look at the audience.… |  |  |
| The speaker uses his slides correctly. | How many times does he/she looks at the slides?  ……He did not watch the slide………  Does he/she read what is written on the slides?  ………No, I don’t………….  Does he/she turn his back to the audience?  ………No, I don’t…………… |  |  |
| The speaker uses proper hand gesture. | What is his/her resting position? ..  ....His resting position "He stopped walking"..  Does he/she move his hands? ...Yes, I do…  When does he/she move his hands? … When he speaks…  Does he/she make moves higher or lower than his torso?  ...yes, I do… |  |  |
| The speaker’s voice assists the presentation. | How is his/her voice (volume, speed, clearness)?  …the his voice a clearness…  How many short and long poses does he/she do?  … He has 2 to 3 short and long moves per idea …  When does he/she pose? … When he crosses two slides one by one  Does he/she has a filler? ……No, I don’t….  If yes, what is it? …No, I don’t…….  If yes, does he/she use this filler too much?  ..He does not use this filler too much.… |  |  |