

Presentation Evaluation Form

Group (Project) name:

Presenters Name:

Evaluators:

Quality Index: 5: Excellent, 4: Very Good, 3: Good, 2: Needs Improvement , 1: Needs lot of improvement

Quality of Presentation

	Comments		
Well Prepared, convincing, persuading			
Organization - logical order and transitions			
Focused on important issues			
Involved the audience throughout			
Good use of time – ended on time.			
Good conclusions for ending			
Quality of visuals			
Loud and clear			
Faced the audience, no reading from screen			
Adequate level of detail			
Lively & Interesting			
Use of professional language			
Avoiding verbal filters, ah, eh, om, etc.			
Overall quality of communication Put a mark underneath	Persuasive	Maybe	Not Persuasive
Adequately answering the questions			

Comments