

**WESTERN MICHIGAN UNIVERSITY**  
**DEPARTMENT OF ELECTRICAL & COMPUTER ENGINEERING**  
**ECE 4820 SENIOR DESIGN PROJECT ORAL PRESENTATION EVALUATION FORM**

Please complete one form for each team. Score the teams performance in each of the following categories on a 0 to 10 scale, **10 = STRONG AGREEMENT**, **0 = STRONG DISAGREEMENT** and **5 = NEUTRAL**. Please complete and **RETURN THESE FORMS to the SESSION CHAIR** no later than three (3) working days after the presentations. Thank you.

Team Members: \_\_\_\_\_

Project Title or Topic: \_\_\_\_\_

Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

1. The team members clearly and appropriately introduced themselves or each other. (Score 0 to 10, see above) \_\_\_\_\_

2. The project title or topic was clearly and understandably stated. \_\_\_\_\_

3. Had this presentation been for a group of engineering and management professionals in an industrial setting, the team members would have been appropriately dressed and groomed. \_\_\_\_\_

4. The need that this project is to satisfy was clearly stated. \_\_\_\_\_

5. The original quantitative specifications for the project were clearly presented and reviewed in detail. \_\_\_\_\_

6. The presentation clearly illustrated that quantitative performance measurements were taken on the finished project and a discussion of those measurements was given. \_\_\_\_\_

7. The presentation contained a clear and meaningful discussion and comparison between the completed project's measured performance and the original specifications. \_\_\_\_\_

8. The presentation clearly indicated which of the original specifications were met and which were not. \_\_\_\_\_

9. All of the teams members demonstrated public speaking technique (eye contact, body language, audience facing, sound level, etc.) that were developed to a level consistent with what might be expected of college seniors. \_\_\_\_\_

10. Visual and/or audio aids were well prepared, planned, organized and significantly enhanced the presentation. \_\_\_\_\_

11. The team brought the physical hardware of their finished (or near finished) project to the presentation and identified, described and discussed the various parts, controls and other remarkable features of this hardware to an extent which gave reasonable assurance that hardware had actually been built, operated and tested and that its performance clearly substantiated the claims made in the oral presentation. \_\_\_\_\_

12. The team clearly stated an estimate of the proportion of their project that they had completed as based on the goals that were stated in their ECE 4810 project proposal. \_\_\_\_\_

(over please)

13. The presentation was of the appropriate length for the allotted 25-minute time interval \_\_\_\_\_

14. The presentation was well planned, organized and executed. \_\_\_\_\_

15. Aside from satisfying the ECE 4820 course requirements, the results of this project should have genuine utility. \_\_\_\_\_

16. Should the opportunity arise that student groups from each of the engineering colleges in Michigan were to present their senior projects to a representative group of engineers and managers from industry, you would enthusiastically recommend that this group and its project be chosen to represent the ECE department at such an event? \_\_\_\_\_

17. OPTIONAL: You may be able to assist the team's advisor in evaluation by grading the individual members. If you choose to do so, please enter grades (A, BA, B, CB, C, DC, D, E) below.

Name \_\_\_\_\_ Grade \_\_\_\_; Name \_\_\_\_\_ Grade \_\_\_\_;

Name \_\_\_\_\_ Grade \_\_\_\_; Name \_\_\_\_\_ Grade \_\_\_\_.

YOUR ROLE (e.g. Faculty Advisor, Fellow Student, Advisory Board Member, Family Member)

\_\_\_\_\_ Date: \_\_\_\_\_

Would you permit disclosure of this form to the student team members? Is so, please indicate here.

\_\_\_\_ Okay to disclose

Comments: \_\_\_\_\_  
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