

FOR 100
Oral Presentation: TEAM Evaluation Form

Date: _____ Team: _____

Presentation Title: _____

MESSAGE:

Provided opening/introduction to team presentation?

Title?

Stated presentation's purpose (and whether informative or persuasive)?

Conveyed intended impact to audience members (including persuasive goal, if applicable)?

Conveyed topic's relevance/importance to audience members? (Why should I listen?)

Included something like, "We hope as a result of our presentation you will . . ."

Preview of topics to be addressed?

Content/support sufficient & appropriate?

Logic?

Provided recap/conclusion/wrap-up?

Recap/review of topics/information presented?

Reminded audience of presentation's purpose and intended impact?

Reminded audience of topic's relevance/importance?

Included something like, "We hope that as a result of our presentation you . . ."?

Sources & citations?

Literature list for entire team on team's final slide(s)?

Overall message impact?

DELIVERY:

Organization & transitions clear; easy to follow?

Overall delivery impact?

TARGET TIME: 30 - 45 minutes

ACTUAL TIME:

Team PowerPoint Grade:

Team Presentation Grade (not including PowerPoint grade):