



**SEMINAR PRESENTATION EVALUATION FORM**

Student name: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Faculty Member: \_\_\_\_\_

Indicate the appropriate score for the criteria below:

| CONTENT  | Needs Improvement |   |   | Excellent |   | N/A |
|--|-------------------|---|---|-----------|---|-----|
|  | 1                 | 2 | 3 | 4         | 5 |     |
| 1. Was the presentation organized and given in a logical manner?   |                   |   |   |           |   |     |
| 2. Did the introduction provide sufficient background to understand the topic?   |                   |   |   |           |   |     |
| 3. Was the methods and experimental design adequately explained?   |                   |   |   |           |   |     |
| 4. Was the analysis and interpretation of data/results clear?  |                   |   |   |           |   |     |
| 5. Did the summary or conclusion emphasize the significance of the information?  |                   |   |   |           |   |     |
| 6. Was the topic presented at a level appropriate for a graduate student?  |                   |   |   |           |   |     |
| 7. Did the presentation enhance your understanding of the topic?   |                   |   |   |           |   |     |
| DELIVERY   | 1                 | 2 | 3 | 4         | 5 | NA  |
| 1. Were the visual aids easy to read and appropriate for the information presented (i.e. adequate number of slides, effective color/font utilization, simple and clear slides (easy-to-follow), acceptable and relevant charts, flow diagrams, tables, illustrations)? |                   |   |   |           |   |     |
| 2. Did the speaker talk loudly and clearly enough to be understood?  |                   |   |   |           |   |     |
| 3. Was correct grammar used on the visual aids and in the oral presentation?   |                   |   |   |           |   |     |
| 4. Did the speaker use acceptable posture, eye contact, gestures, enthusiasm, confidence, and voice inflections to stimulate interest and discussion?  |                   |   |   |           |   |     |
| 5. Was the speaker able to present the material without excessive dependence on notes?<br>Refer to notes constantly; Refer to notes occasionally; Did not refer to notes   |                   |   |   |           |   |     |
| 6. Did the speaker finished in a timely manner and allowed time for questions?   |                   |   |   |           |   |     |
| 7. Did the speaker appear to understand the material and answer questions effectively?<br>Can't answer; Can answer some questions; Can answer questions  |                   |   |   |           |   |     |
| 5=A 4=B 3=C 1-2=F  |                   |   |   |           |   |     |
| COMMENTS   |                   |   |   |           |   |     |