

(For more information on this **Point System Grading** option, read *Oral Presentation Evaluations-Pros and Cons*)

Oral Presentation Evaluation – Teams

Team Members _____

Start Time: _____

Stop Time: _____

Organization

1. Did team effectively introduce the problem? (2)
2. Did they state the purpose of the presentation? (1)
3. Was there an effective transition from one speaker to the next? (1)
4. Was there a good summary/conclusion? (2)
5. Did the team demonstrate that they were well prepared (2)
6. Did they stay within the time constraint? (2)

Score: 2x ___ = ___

Delivery

1. Did each member have a significant speaking part? (2)
2. Were the deliveries smooth and rehearsed? (2)
3. Could the deliveries be heard throughout the audience? (2)
4. Was the level of terminology used appropriate for the audience? (2)
5. Did speakers demonstrate enthusiasm in their presentation? (2)

Score: 2x ___ = ___

Visual Aids

1. Did each speaker integrate visual aids into the presentation? (2)
2. Were the visuals supportive of the purpose of the presentation? (2)
3. Were they of good quality? (2)
4. Were they easy for the audience to follow? (2)
5. Were there sufficient visuals to support the presentation content? (2)

Score: 2x ___ = ___

Addressing Key Issues

1. Could the audience clearly understand the criteria and constraints applied to the solution? (4)
2. Did the team describe how well the design functioned under different conditions? (3)
3. Did the team develop a logical and systematic justification of the proposed design improvements? (3)
4. Was an effective “selling” job performed on the potential uses for the design? (4)

Score: 2x ___ = ___

Response to Questions

1. Did the team handle questions intelligently and professionally? (12)

Score: 1x ___ = ___

TEAM SCORE _____