

CHEMISTRY 391A
Oral Presentation Evaluations

Speaker: _____

Reviewer: _____

In terms of **CONTENT**, the speaker . . .

1. Presented one main topic
2. conveyed a **self-confident** grasp of the material presented
3. offered **examples** to illustrate, enliven, & clarify main points
4. did a good job of anticipating the **needs of the audience**
5. responded effectively to **questions**

Impressive	Reasonable	Needs Work
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

In terms of **ORGANIZATION**, the speaker . . .

6. presented an **overview** of what the talk would cover
7. presented material in a **logical and coherent order**
8. **summarized** the main points at the end
9. **ended** the talk **gracefully**

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

In terms of **DELIVERY**, the speaker . . .

10. spoke **loudly** and **clearly** and conveyed **enthusiasm** for topic
11. made occasional **eye contact** with members of the audience
12. spoke at an **effective pace**, neither too fast nor too slow
13. **faced the audience** at all times when speaking
14. made effective use of **visual aids**
15. completed the presentation within **the target length** (8-10 min)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
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One comment (or more):

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