

Speaker: _____

Note: Comments will be separated from the
evaluator's name at the dashed line and
given to the speaker:

Date: _____

1 = I do not agree at all; 5 = I agree completely

Statement	Score	Comments
Content		
Topic was relevant and appropriate	1 2 3 4 5
Speaker presented enough information	1 2 3 4 5
It was not too much information	1 2 3 4 5
I understood the speaker	1 2 3 4 5
Speaker understands subject well	1 2 3 4 5
Visual aids were clear and effective	1 2 3 4 5
Presentation was well-organized	1 2 3 4 5
Mechanics		
I heard the speaker clearly	1 2 3 4 5
The speaker had appropriate tone and style	1 2 3 4 5
Speaker's pace/speed was right	1 2 3 4 5
Speaker did not have distracting mannerisms	1 2 3 4 5
Speaker did not depend too much on notes	1 2 3 4 5
Presentation was not too long	1 2 3 4 5
Presentation was not too short	1 2 3 4 5
Handling of Questions		
Answers were satisfactory	1 2 3 4 5
Overall		
I found this talk interesting	1 2 3 4 5
I enjoyed this talk	1 2 3 4 5

Additional Comments

List two things you liked about the presentation.

List two things about the presentation that could be improved.