

## PODIUM/LIGHTNING TALK PRESENTATION EVALUATION FORM

Please note: this form will be given to the presenter after the event to provide feedback

Presenter(s): \_\_\_\_\_

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

Session & Time: \_\_\_\_\_

Please mark the score for each evaluation criterion below. When you are finished, combine the total points at the bottom for the overall score.

### Introduction

Introduced topic(s), research question(s), and explained presentation goals clearly

Captured attention in a clear and creative fashion

*Comments on Introduction:*

Fair	Average	Good	Excellent
2	3	4	5
2	3	4	5

Introduction Points = \_\_\_\_\_ /10

### Presentation Content and Organization

Presented adequate background information and relevant content

Presented easily accessible and jargon-free information with smooth transitions

Presented meaningfully, logically, and purposefully articulated and structured content

Presented clear results (if applicable), significance and broader implications of research

*Comments on Presentation Content and Organization:*

Fair	Average	Good	Excellent
2	3	4	5
2	3	4	5
2	3	4	5
2	3	4	5

Content Points = \_\_\_\_\_ /20

### Delivery

Clear and commanding voice showing variation and obvious preparation

Natural conversational tone with meaningful gestures and eye contact (if applicable)

Audience engagement, professional demeanor, and mastery of subject

Efficient time use within the allotted limits (≤ 3min. for lightning; ≤ 10min. for podium)

*Comments on Delivery:*

Fair	Average	Good	Excellent
2	3	4	5
2	3	4	5
2	3	4	5
2	3	4	5

Delivery Points = \_\_\_\_\_ /20

**Comments** (use back of paper if necessary)

**TOTAL SCORE** = \_\_\_\_\_ / 50

What were the strengths of this oral presentation?

- 1)
- 2)
- 3)

Do you have any suggestions for improvement?

- 1)
- 2)
- 3)