

**ASSESSMENT CRITERIA
FOR CLASS PRESENTATIONS**

**TUTORIAL
Kent McClelland**

PREPARATION AND CONTENT

Points

Comments

Organization and Content:

/4

Were the main points of the presentation clearly outlined? Was the presentation coherent and easy to follow? Was the information well selected for the intended audience? Was the information presented accurately?

Amount of Information:

/4

Was enough information presented, but not too much? Did the presenter come prepared with adequate material, but not an excessive amount, for the time allotted? Was the presenter able to make adjustments "on the fly" if necessary?

Level of Detail:

/4

Was each main point backed up with enough detail to be convincing? Did the presentation include vivid examples, easy to grasp and remember? Did the presenter focus on important points and omit irrelevant details?

Planning of the Presentation:

/4

Were the introduction and conclusion of the presentation well thought out? Did the other transition points in the presentation show evidence of careful planning? Did the presenter make good use of the chalkboard or other audiovisual aids?

Total for Content:

/16

EFFECTIVENESS OF DELIVERY

Pace of the Presentation:

/2

Was the pace of speaking about right--neither so slow as to be boring nor so fast as to be difficult to comprehend? Did the presenter vary the pace to emphasize important points?

Audibility and Projection:

/2

Did the presenter speak loudly enough to be heard in the back of the room, without overpowering those in front?

Animation and Responsiveness:

/2

Did the presenter speak directly to the audience, with animated expression, good eye contact, and a relaxed demeanor? Did the presenter respond effectively to the audience's reactions or questions?

Freedom from Distracting Mannerisms:

/2

Did the presenter keep verbal tics ("like," "uh," "basically," "you know") under control? Did the presenter keep random physical gestures to a minimum? Did the presenter avoid "up-talk" intonation (making statements sound like questions)?

Total for Delivery:

/8

Total for Presentation:

/24