EECE 412 Evaluation Form for Project Presentations

Title or Topic: _____

Overall mark for the presentation: _____ out of 10

Structure		
Problem addressed	missing, unclear, confusing,	clear
Problem motivation	missing, unclear, confusing, significance is not explained	clear, motivating, signifiant
Approach	unclear, confusing, not detailed enough, too many details	clear, right level of detail
Results	not explained, unclear, confusing, ambiguous, appear insignificant	clear, right level of detail, believable, appear significant
Recommendations	missing, disconnected from results, vague, confusing, inconsistent, obvious, un-realistic, unhelpful, trivial	follow from the results, clear, interesting, helpful, feasible, insightful, original
Summary	missing, ineffective	helpful, clear, effective, main points summarized
Overall structure	lacking coherence, flow is choppy, main points are missing or unclear, hard to follow	logical, good flow, clear story, clear take away messages, main points are clear, easy to follow
Delivery		
Appearance	too informal, unprofessional	properly dressed, consistent across the team
Eye contact	inadequate	effective
Voice	monotonous, inaudible, reading off the screen or notes	varied, clear, audible, engaging, properly projected
Facial expression and body language	distracting, nervous, constrained, too reserved	appropriate, natural, engaging
Visual aids	unreadable, too crowded, too much text, shown too quickly, unhelpful to the audience, unclear	clear, relevant, helpful, professionally looking, effective use of pictures, charts, and graphs
Language	fillers, jargon, slang	crisp, effective