|  |  |
| --- | --- |
| **Communication in Physics: Presentation Evaluation**  | **Talk #** |
| Speaker’s Name: | Date:  |
| Presentation Title: |
| Category | Criteria | Ptsmax | Points**deducted** |
| Organization*20 points* | Information is presented in a logical sequence. |  3 |  |
| Introduction gives good preparation and puts topic in context |  3 |  |
| Central ideas are clearly specified |  4 |  |
| Body of speech is focused to get message across |  3 |  |
| Effective summary and conclusion | 3 |  |
| Figures have captions defining what is shown, slides are numbered | 2 |  |
| Presentation appropriately cites references. | 2 |  |
| Content*40 points* | Subject interesting and appropriate for the occasion | 3 |  |
| Presentation contains right amount of material | 4 |  |
| Scientific terms and concepts are well explained and put into context | 6 |  |
| Scientific material presented by speaker is accurate, and the speaker knows what he/she is talking about  | 12 |  |
| Written text effectively supports the message | 6 |  |
| Materials show good writing skills, spelling and punctuation. | 2 |  |
| Figures and other visual aids effectively support the story | 6 |  |
| Presentation identifies author and date | 1 |  |
| Delivery*40 points* | The speaker speaks clearly and distinctly and is easy to hear and understand. | 5 |  |
| Presentation materials are legible at intended distance. | 5 |  |
| Speaker uses appropriate comportment, posture and eye-contact  | 3 |  |
| Spoken words are matched/supported by information on slides (text and figures)  | 4 |  |
| Presentation is engaging and keeps audience’s attention throughout the talk | 6 |  |
| Pace of presentation is appropriate | 4 |  |
| Presentation shows obvious preparation and practiced delivery. | 10 |  |
| Length of the presentation is within assigned time requirement.  |  3 |  |
| **Score** | **Total Points** | **100** |  |

Additional comments: