ORAL PRESENTATION GRADING SHEET

DATE_____________

SPEAKER______________

TITLE____________________

CONTENT (65 points):
Does the presentation thoroughly cover the topic (35 points total)?
  Title slide (2 points) Title of talk, authors.
  Introduction (5 points): goals of the talk, background.
  Methods (5 points): Clear statement of the methods used.
  Results and discussion (10 points): Were the results concisely summarized, and
  the relevance of the results discussed.
  Conclusions (10 points): Were the main take home points summarized at the end?
  Acknowledgements (3 points): Were the work of others properly, adequately and
  clearly cited?

Was the talk well integrated with the other members of the team? (5 points)

Are the scientific aspects accurate? (15 points)

Was the treatment of the topic interesting? (10 points)

PRESENTATION AND STYLE (35 points):
Overheads and graphics (15 points) Clear, easy to read. Well explained

Organization (15 points) Introduction shows where the talk is going. Body of report
follows the outline. Were the major points clearly presented? Summary at end?

Clarity of presentation (5 points) Demeanor of speaker. Speaking to the audience. Clear
voice. Lack of disrupting gestures or phrases