EVALUATOR ID _____

Speaker _____   Subject _____

    Use the following scale to rate each of the categories listed below: 1-2 = terrible, 3-4 = poor, 5-6 = adequate, 7-8 = good, 9-10 = excellent. Add all the scores to get an estimate of the total score out of 50 points (you can adjust the final score to accommodate other input if needed). As you listen to the presentation, write CONSTRUCTIVE comments in the section provided at the bottom of this sheet. End your comments with a simple sentence stating what you learned from the presentation.

CATEGORY   SCORE

1.   Ability to communicate with the audience (the speaker attracted and kept   _____
the attention of the audience).   (10 pts)

2.   Quality and effectiveness of visual aids (all aids used were clear, easy   _____
to read, and easy to understand).   (10 pts)

3.   Effectiveness as a speaker (voice, physical movements, and appearance   _____
contributed to the success of the presentation).   (10 pts)

4.   Organization (the speaker explained what will be presented, presented it,   _____
and then summarized what was presented).   (10 pts)

5.   Quality and effectiveness of the speech (goals, objectives, strategies,   _____
tasks, results, discussion, and conclusions were clear and concise).   (10 pts)

TOTAL SCORE   _____
                                                                                 (50 pts)

COMMENTS:

MESSAGE CONVEYED: