

## EVALUATION OF CLASS PRESENTATIONS

The following are what I expect in each of your evaluations. You should use these as guidelines for preparing your presentations as well.

1. Please comment on the following.

- Were the slides easy to read and not overcrowded?
- Was the talk audible from every seat in the room?
- Were all crucial slides presented for long enough?
- Did the speaker avoid distractive movement and gestures?

2. Please comment on the presentation itself by addressing the following questions.

- Was the talk well presented (i.e. no major typos, no slides out of order, good time management)?
- Did the speaker strive to keep the audience's attention (i.e. eye contact, varying voice and facial expressions, movement, humour, mystery, surprise)?

3. Please comment on the structure of the presentation by addressing the following questions.

- Did the talk have a distinct introduction, middle section and concluding section?
- Did the introduction make clear what the talk was about?
- Did the middle section explain the main results, techniques and terms clearly and correctly?
- In the middle section, did the speaker strive to make subtle ideas simpler?
- Did the conclusion summarize the important ideas and results?
- Was it clear what the audience should take away from the talk?

4. Did the talk stimulate interesting questions? Did the speaker come up with interesting questions?

5. Please provide any other feedback you think would be useful for the presenter.