

## GLPRC Presentation Evaluation Form

Presentation Title: \_\_\_\_\_ Attendance Session Code: \_\_\_\_\_

Speaker: \_\_\_\_\_

**Scale:**

1= Unacceptable	Needs extensive improvement, does not meet expectations
2 =Needs improvement	Meets some expectations but often falls short
3= Meets expectations	Meets all expectations consistently
4= Exceeds expectations	Meets and exceeds most expectations
5= Exceptional	Exceeds all expectations

	Scale	Comments
<u>Speaker Evaluation</u> - Appropriate volume, pronunciation, articulation - Appropriate pace - Presentation was spoken, not read - Adequate eye contact - Utilized effective non-verbal communication - Engaged audience and maintained their interest - Absence of distracting mannerisms and filler words		
<u>Presentation Organization</u> - Opened with a prepared, inviting introduction - Presented in a logical sequence - Transitioned between concepts clearly - Summarized conclusions and actionable ideas		
<u>Presentation Content</u> - Stated purpose clearly - Stated methods clearly - Discussed results in sufficient detail - Stated conclusions appropriate, well supported - Appropriate to audience and time allotted - Speaker conveyed how the project would improve patient care and/or positively impact the organization or others		
<u>Mastery of Subject</u> - Demonstrated substantial contribution to and ownership of project by resident - Material was relevant and contemporary - Presentation was authoritative - Answered questions completely and logically		
<u>Quality of Project</u> - New insights were gained by audience - High likelihood project improves patient care and positively impacts the organization or others		
<u>Audiovisual Aids</u> - Legible, uncluttered, visually appealing slides - No spelling or grammar errors - Tables and graphs were visually appealing - Graphics and/or animation used appropriately - Slides complemented verbal presentation		
<u>Bias and Referencing</u> - Outside information appropriately referenced - Presentation was unbiased and provided fair balance of information		

Content was delivered in allotted time (18-22 min., circle one): Yes          No          Time: \_\_\_\_\_

Reviewer's Name: \_\_\_\_\_ Reviewer's Specialty: \_\_\_\_\_

Please return original to the moderator and keep the carbon copy for your records