PRESENTATION EVALUATION FORM - A and B teams

Team number: _______ Date: ______________

Content (50 points) _______
- Covered brief highlights of design
- Described 2-3 key problems and issues encountered because of SE and UE interaction
- Described how they handled these problems or issues (strategies, etc.)
- Covered the lessons learned
- Covered what they would do differently next time
- Talked about guidelines to real-world practitioners

Organization (15 points) _______
- Well prepared, well organized?
- Is level of treatment appropriate, not overly detailed nor too general?
- Is presentation easy to follow, smooth continuity?
- Structure - followed assigned structure, sequence?

Delivery (15 points) _______
- Engaging presentation style, energetic, enthusiastic?
- Smooth transition, if use more than one presenter?
- Well practiced, rehearsed?
- No reading from notes (just speak to points on overheads)?
- Speak slowly and clearly, with good volume and enunciation, no mumbling?
- Did not go over time (or significantly under)?
- Efficient, avoided stumbling, confusion, blank spots?

Format (10 points) _______
- Good slide layout, uncluttered, slides not too busy?
- Font size large enough to read? Font style legible? Font color good contrast with background?
- Background uncluttered, not competing with content?
- Visuals (e.g., key screen shots) used supportively?
- Good use of graphics (e.g., well-labeled diagrams), if appropriate?
- No misspellings, poor grammar, misuse of words?

Overall exceptional excellence (10 points) _______
- These are discretionary points for us to reward the teams with the very best presentations, beyond fulfilling requirements. We will be conservative with these points, reserving them for the really outstanding presentations. It is not a negative reflection on your presentation if you don't get some or all of these points.

Total: _______

Comments: