**Presentation Evaluation**

Patrick J. Kidd – Dawson College – Business Administration

**Choose a course**

**Your Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Your Student Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Course Section: \_\_\_\_\_**

**Date (YYYY-MM-DD): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Topic of the Presentation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Presenter 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presenter 3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Presenter 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presenter 4: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**For each item listed below, circle the letter value to the right.**

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| --- | --- | --- | --- |
| **Item** | **Evaluation** | **Item** | **Evaluation** |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Dressed professionally** | **F** | **D** | **C** | **B** | **A** | **Case Method used** | **F** | **D** | **C** | **B** | **A** |
| **Professional attitude** | **F** | **D** | **C** | **B** | **A** | **CM - Problem definition** | **F** | **D** | **C** | **B** | **A** |
| **Introduction (self/topic)** | **F** | **D** | **C** | **B** | **A** | **CM - Analysis (SWOT, etc.)** | **F** | **D** | **C** | **B** | **A** |
| **Speaking (loud/clear)** | **F** | **D** | **C** | **B** | **A** | **CM - Alternatives** | **F** | **D** | **C** | **B** | **A** |
| **Group Coordination** | **F** | **D** | **C** | **B** | **A** | **CM - Eval of Alternatives** | **F** | **D** | **C** | **B** | **A** |
| **Preparation** | **F** | **D** | **C** | **B** | **A** | **CM - Decision** | **F** | **D** | **C** | **B** | **A** |
| **Knowledge** | **F** | **D** | **C** | **B** | **A** | **CM - Action Plan** | **F** | **D** | **C** | **B** | **A** |
| **Enthusiasm** | **F** | **D** | **C** | **B** | **A** | **Content complete** | **F** | **D** | **C** | **B** | **A** |
| **Discussion period** | **F** | **D** | **C** | **B** | **A** | **PPT - interesting** | **F** | **D** | **C** | **B** | **A** |
| **Time Limit respected** | **F** | **D** | **C** | **B** | **A** | **PPT – clear / legible** | **F** | **D** | **C** | **B** | **A** |
| **Props used** | **F** | **D** | **C** | **B** | **A** | **Interesting presentation** | **F** | **D** | **C** | **B** | **A** |

**Comments:**

|  |  |
| --- | --- |
| **F** | **Fail / Poor / Inadequate** |
| **D** | **Barely OK / Just Adequate** |
| **C** | **Acceptable / Good** |
| **B** | **Normal / Very Good / Average** |
| **A** | **Excellent / Superior / Exceptional** |

**Overall Mark for the Presentation** – (Please check 🗹 only one box)

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **0** | **F** | **E** | **D-** | **D+** | **C-** | **C+** | **B-** | **B+** | **A-** | **A+** |
| 0% | 30% | 50% | 60% | 65% | 70% | 75% | 80% | 85% | 90% | 95% |
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