

University of Puerto Rico - Mayagüez Campus
School of Engineering
Department of Electrical and Computer Engineering



Oral Presentation Evaluation Form

Course _____
 Section _____
 Semester _____
 Date _____
 Name of Team _____
 Name of Evaluator _____
 Presentation Title _____

Category	Point Value	Point Eval.	Comments
Contents			
Introduction/Background		10	
Clearly describe the problem to be solved by the product or service (problem statement)			
Summarize deliverables and products			
Compare to other existing products and state the value added of the product or service			
Body		10	
Objectives and outcomes			
Technical and management approaches			
Schedule and resources			
Budget			
Risk management			
Assessment methods			
Market overview			
Conclusion		10	
Emphasize deliverables and products			
Emphasize project impact			
Subtotal Contents	0	30	

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Presentation Skills			
Organization/Outline		10	
Appropriate to audience		10	
Pronunciation, grammar, articulation		10	
Management of questions		10	
Support of arguments with evidence		10	
Time Management		10	
Subtotal Presentation Skills	0	60	

Overall			
Overall quality		5	
Knowledge of material		5	
Subtotal Overall	0	10	

Total	0	100
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