

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		5	
Body		5	
Conclusion		5	
Subtotal Contents	0	15	
Presentation Skills			
Organization/Outline		5	
Appropriate to audience		5	
Pronunciation, grammar, articulation		5	
Management of questions		5	
Support of arguments with evidence		5	
Time Management		5	
Subtotal Presentation Skills	0	30	
Overall			
Overall quality		5	
Knowledge of material		5	
Subtotal Overall	0	10	

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Subject Specific			
Problem Statement is convincing		5	
Presented relevant background information		5	
Objectives are SMART		5	
Deliverables are specific and realistic		10	
Team is well organized for work		5	
Budget is well supported and realistic		5	
Project contingencies assessed and contingency plans considered		5	
Clear and realistic assesment of project impacts		5	
Subtotal Subject Specific	0	45	

Total	0	100	
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