

## Presentation Critique

Criteria	Comments
<b>Topic selection</b> <ul style="list-style-type: none"> <li>▪ Was the purpose of the presentation clear?</li> <li>▪ Was the topic appropriate for audience?</li> <li>▪ Was the topic appropriate for assignment?</li> </ul>	
<b>Audience adaptation</b> <ul style="list-style-type: none"> <li>▪ Did the speaker avoid jargon if necessary?</li> <li>▪ Did the speaker provide background information if necessary?</li> <li>▪ Did the speaker make the presentation interesting to the audience?</li> </ul>	
<b>Introduction</b> <ul style="list-style-type: none"> <li>▪ Did the speaker pull the audience in with an attention getter?</li> <li>▪ Did the speaker introduce the topic?</li> <li>▪ Did the speaker establish credibility?</li> <li>▪ Did the speaker preview the sections of the presentation?</li> </ul>	
<b>Body of the speech</b> <ul style="list-style-type: none"> <li>▪ Were the main points clear?</li> <li>▪ Was the body clearly organized?</li> <li>▪ Were sources used and appropriately cited?</li> <li>▪ Was the topic well explained?</li> <li>▪ Did the speaker include transitions between major ideas?</li> </ul>	
<b>Conclusion</b> <ul style="list-style-type: none"> <li>▪ Did the speaker summarize the presentation?</li> <li>▪ Did the speaker include a strong closer?</li> </ul>	
<b>Delivery</b> <ul style="list-style-type: none"> <li>▪ Did the speaker maintain eye contact?</li> <li>▪ Did the speaker use vocal variety (avoid monotone delivery)?</li> <li>▪ Was movement controlled and gestures used well?</li> <li>▪ Were vocal fillers (“um,” “uh,” “like”) under control?</li> <li>▪ Did the speech seem practiced?</li> <li>▪ Did the speaker sound conversational?</li> <li>▪ Did the speaker avoid reading?</li> </ul>	
<b>Outline (if required)</b> <ul style="list-style-type: none"> <li>▪ Did the outline follow correct guidelines?</li> <li>▪ Was it easy to follow?</li> <li>▪ Did the speaker follow the outline in speech?</li> </ul>	
<b>Visual aid (if used)</b> <ul style="list-style-type: none"> <li>▪ Did the visual aid add to speech?</li> <li>▪ Was the appearance professional?</li> <li>▪ Was the visual aid well used?</li> </ul>	
<b>Question and Answer (if required)</b> <ul style="list-style-type: none"> <li>▪ Did the speaker seem prepared for questions?</li> <li>▪ Did the speaker handle questions well?</li> <li>▪ Were the answers clear?</li> </ul>	
<b>Final grade:</b>	