

Deloitte Best Practices - *Presentation Evaluation Form*

SUBMITTING SCHOOL _____

Category _____

- PRESENTATION**
- 3 = Excellent, practically void of any issues/problems
 - 2 = A few problems/issues/deviations; average
 - 1 = Below expectations but at least acceptable
 - 0 = Does not meet minimum acceptable requirements

	YES			NO
	3	2	1	0
Evaluation of Content				
<ul style="list-style-type: none"> • Logical flow/development of idea • Chapter involvement (number of participants and hours) • Conclusions/outcomes/benefits clearly stated • Time used was appropriate to the topic and within 10 minutes • Asked for questions/comments and responded convincingly and thoroughly • Matched the content of the abstract • (if applicable) Multi-year project emphasized enhancements from prior years using description and statistics 				
Evaluation of Delivery				
<ul style="list-style-type: none"> • Speaker animation/enthusiasm/energy, i.e., convincing • Appropriate use of technology (within guidelines of use) • Quality of presentation aids used (hand-outs, multimedia, PowerPoint, graphics) • Eye contact (void of reading notes) • Other activities/technologies used to enhance the presentation 				
TOTAL POINTS				