SEMINAR EVALUATION SHEET
RPN301

Speaker:_____ Evaluator:_____

Seminar Title:_____
_____

Presentation Performance (50 points)		Maximum Pts	Score
(a)	Style: coherent speaking, grammatical accuracy	10	_____
(b)	Organization and simplicity: logical presentation, smooth transitions, well designed and simple slides	15	_____
(c)	Effective use of slides/aids: description of slides, use of pointer	10	_____
(d)	Satisfies minimum presentation time requirements (30 minutes)	15	_____

Specific Comments_____
_____

Subject Matter (35 points)			
(a)	Apparent knowledge of subject: in depth coverage, adequate interpretation, ability to interpret information	25	_____
(b)	Questions: understanding of questions; clear, succinct and non-evasive answers	10	_____

Specific Comments_____
_____

Personal Characteristics (15 points)			
(a)	Presence, voice, diction: ability to command attention, clear voice,	15	_____

Specific Comments_____
_____

TOTAL PTS **100** _____