

Student _____ **Group** _____ **Presentation Topic** _____

Organization (10%)

10 Consistently clear concise, and well-organized. Ideas were easily followed because of the organization. Transitions between sections were coordinated and seamless.	7.5 Usually clear, concise, and well-organized. The majority of the presentation was easy to follow. Transitions between sections were usually coordinated.	5 The presentation was not always clear, concise, and well-organized. Organization was adequate, but insufficient to convey the topic. Occasionally wandered and was difficult to follow. The transitions between sections were weak.	2.5 The presentation was often unclear, disorganized, and faltered too much in presentation. The presentation was confusing and difficult to follow. The transitions between sections were problematic.
---	--	--	--

Topic Knowledge (20%)

20 Displayed excellent knowledge of the topic. Demonstrated excellent mastery of content, application, and implications. The presenter was able to field questions from the audience. Excellent research depth and understanding.	15 Displayed a general knowledge of the topic. Demonstrated good mastery of content, application, and implications. The presenter was generally prepared to field questions from the audience. Good research depth and understanding.	10 Displayed some grasp of the topic. Demonstrated adequate mastery of content, application, and implications. The presenter was somewhat prepared to field questions from the audience. Research depth minimal.	5 Displayed a poor grasp of the topic. Demonstrated an artificial handling of content, application, and implications. The presenter was unprepared to field questions from the audience. Little depth of research and understanding.
--	--	---	---

Creativity and Visual Aids (10%)

10 Very creative and original. Visionary design and use of materials. Student provided novel handouts or visual aids or presented material that clearly represented novel outside resources. Visual aids were simple, clear, and easy to understand and interpret. Well-coordinated and well designed with topic. Excellent skills on interpretation and use of visual aids.	7.5 Exhibited some creativity and originality. Usually clear and easy to read and interpret. Generally well-coordinated with topic, design was adequate, and generally effectively used. Demonstrated some understanding of how to interpret the visual aids.	5 Routine creativity, minimal thought given to creativity or use of visual aids. Somewhat acceptable, too complex, too difficult to read or interpret, or lacked understanding to explain. Somewhat coordinated and utilized with topic. Demonstrated only slight knowledge of how to interpret visual aids.	2.5 Lacked creativity and use of visual aids. Presentation was ordinary and routine. Poor quality of visual aids (or none), difficult to read, explanation or technically inaccurate. Poorly constructed and coordinated with topic. The presenter did not seem to understand or to be prepared for effectively utilizing visual aids.
---	--	---	---

Communication (20%)

20 Excellent communication skills. Confident, used notes well, at ease, excellent audience attention, and good eye contact. Clear, concise major points were emphasized, clear interpretation.	15 Good communication skills. Fairly confident, used notes fairly well, acceptable audience attention and eye contact Referred to primary points; however, interpretations of topic were marginally acceptable.	10 Adequate communication skills. Read parts, fumbled with notes, distracting mannerisms, minimal eye contact, or several “ums”. Vague mention of major points or implications to topic, Weak understanding or interpretation of topic.	5 Poor communication skills. Unprepared, awkward, shuffled notes, poor eye contact, lots of “um’s”, turned from audience to read overheads, Poor gestures (e.g. fidgeted, shuffled feet). Poor understanding of topic.
---	--	--	---

I, _____, as a member of Group _____ evaluate my following team member, _____, on their effectiveness as a team member based on the criteria below which will be incorporated into their presentation grade. Students should circle the appropriate category point that applies to the student’s rating and then enter the total points in the space provided below.

Effectiveness as a Team Member (40%)

Category				
Contributions	8 Routinely provides useful ideas when participating in the group. A leader who contributes considerable effort and exhibits understanding to the project.	6 Usually provides ideas when participating in the group. A strong group member who tries hard and has acceptable understanding of the project.	4 Sometimes provides useful ideas when participating in the group. A satisfactory group member who does what is required and has marginal understanding of the project.	2 Rarely provides useful ideas when participating in the group. May refuse to participate or provides little contribution to the project or understanding of the project.
Problem-Solving	8 Actively looks for and suggests solutions or ideas for the project.	6 Cultivates solutions suggested by others.	4 Does not suggest or cultivate solutions, but is willing to try solutions suggested by others.	2 Does not try to solve problems or help others solve problems. Allows others to do the work.
Attitude	8 Is never critical of the project or the work of others. Always has a positive attitude about the project.	6 Is rarely critical of the project or the work of others. Often has a positive attitude about the project.	4 Is occasionally critical of the project or the work of other members of the group. Usually has a positive attitude about the project.	2 Is often critical of the project or the work of other members of the group. Is often negative about the project.
Focus on the Task	8 Consistently stays on task and what needs to be accomplished. Very self-directed.	6 Focuses on the task and what needs to be done most of the time. Generally other group members can count on this person.	4 Focuses on the task and what needs to be done some of the time. Other group members must sometimes encourage and remind this individual to stay on task.	2 Rarely focuses on the task and what needs to be done. Allows other group members to do the work.
Working with Others	8 Almost always listens to, shares with, and supports the efforts of other team members. Encourage group members to work well together.	6 Usually listens to, shares with, and supports the efforts of other team members. Does not cause dissention in the group.	4 Often listens to, shares with, and supports the efforts of other team members; although, sometimes is not a good team member.	2 Rarely listens to, shares with, or supports the efforts of other team members. This individual is often not a good team member.

Category	Contributions	Problem-Solving	Attitude	Focus on the Task	Working with Others	
Points Earned						Total Points

Instructor Grade

Student _____ Group _____ Presentation Topic _____

Presentation Grade		
Criteria	Possible Points	Total Points Earned
Organization	10	
Topic Knowledge	20	
Creativity and Visual Aids	10	
Communication	20	
Effectiveness as a Team Member	40	
	100	