**Assessment of an oral presentation**

Listening to oral presentations can serve multiple purposes. The first one is typically to learn something new. However, one can also learn to improve one’s own presentation skills by listening and assessing certain aspects of a talk given by somebody else.

Speaker: Date:

**Presentation skills**

 **not at all fully**

* Did the talk have a clear logic? 🞏 🞏 🞏 🞏 🞏
* Was the motivation of the research/topic clearly presented? 🞏 🞏 🞏 🞏 🞏

 What exactly was the motivation? …………………………………..………………………

 …….……………………………………………..…………………………………………….…

* Did you understand the methods used? 🞏 🞏 🞏 🞏 🞏

…….……………………………………………..……………………………………………….

 …….……………………………………………..…………………………………………….....

* What were the most important/innovative results?

…………………………………………………………………………………………….…….

…………………………………………………………………………………………….…….

………………………………………………………………………………………….……….

………………………………………………………………………………………….……….

* Were the conclusions of the talk based on the results? 🞏 🞏 🞏 🞏 🞏
* Was there a clear end to the talk? 🞏 🞏 🞏 🞏 🞏
* Did the speaker answer questions during the discussion well? 🞏 🞏 🞏 🞏 🞏
* Did the speaker give the talk with the right speed & length? 🞏 🞏 🞏 🞏 🞏
* Did the speaker use scientific jargon you did not understand? 🞏 🞏 🞏 🞏 🞏
For example? ………………………………………………………………………………….
* Did he/she explain topics unknown to you well enough 🞏 🞏 🞏 🞏 🞏
to follow the talk easily?
* Were the slides well done and readable? 🞏 🞏 🞏 🞏 🞏

 If not, give an example! …………………………………………………………………….

* Did the speaker look at the audience, you included? 🞏 🞏 🞏 🞏 🞏
* Other points: ………………………………………………………………………..…………

………………………………………………………………………………………….……….

………………………………………………………………………………………….……….

………………………………………………………………………………………….……….

…………………………………………………………………………………….……….……