

Evaluation Form for Presentations			
Name/Group			
Student ID Number			
Course			
Subject			
Examiner			
Grade			
Evaluation Criteria for Presentations			
Category	++	Individual Assessment <sup>1</sup>	--
<b>Content</b>	accurate, high quality of argumentation, adequate issue-prioritization, correct use of sources and technical terms, high responsiveness to questions	++ + 0 - --	inaccurate, important issues too short, minor issues too detailed, academic standards are not met, low responsiveness to questions
<b>Structure</b>	coherent and transparent outline, smooth flow of argumentation, tailored to given time frame, good coordination within the group, relation to audience and context	++ + 0 - --	incomprehensible, inept, confusing, exceeding time frame, too little in-group coordination, no relation to either audience or context
<b>Presentation Techniques</b>	<b>Rhetoric</b>	poised, clear articulation, confident, proper volume, steady rate, effective, exciting, interesting	++ + 0 - -- incomprehensible, awkward, insecure, inappropriate, inarticulate, too quiet or too loud, monotonous, too quick, no pauses, hesitant, blackout
	<b>Body Language</b>	attracts everyone's attention, speaks without notes, holds eye contact, friendly, relaxed posture	++ + 0 - -- eye contact missing, insecure, excessive use of notes, reserved, no orientation to audience, stiff, overexpressive, tense
	<b>Visualization</b>	informative charts, clear designations, clearly arranged tables	++ + 0 - -- overloaded charts or no charts at all, tables lack informative value, media use inadequate
<b>Creativity &amp; Criticism</b>	special idea, content presented in a clever form, pointedly illustration of central issue, autonomy, critical perspective	++ + 0 - --	unimaginative, hardly surprising, non-independent, no critical distance from the subject/the student's own assumptions
<b>Overall Impression</b>	audience is reached	++ + 0 - --	audience is not reached

<sup>1</sup> Scale: ++ completely true; + largely true; 0 partly true; - hardly true; -- not true at all