

# Presentation Skills Evaluation Checklist

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Rankings: E = Excellent, VG = Very Good, G = Good, F = Fair, NI = Needs Improvement

| Criteria            | E | VG | G | F | NI |
|---------------------|---|----|---|---|----|
| Delivery            |   |    |   |   |    |
| Voice               |   |    |   |   |    |
| No Vocalized Pauses |   |    |   |   |    |
| Vocal Properties    |   |    |   |   |    |
| Articulation        |   |    |   |   |    |
| Body Language       |   |    |   |   |    |
| Eye Contact         |   |    |   |   |    |
| Smiling             |   |    |   |   |    |
| Gesturing           |   |    |   |   |    |
| Posture             |   |    |   |   |    |
| Moving              |   |    |   |   |    |
| No Distractions     |   |    |   |   |    |
| Use of Notes        |   |    |   |   |    |
| Content             |   |    |   |   |    |
| Organization        |   |    |   |   |    |
| Introduction        |   |    |   |   |    |
| Attention Getter    |   |    |   |   |    |
| Thesis              |   |    |   |   |    |
| Preview             |   |    |   |   |    |
| Main Points         |   |    |   |   |    |
| Transitions         |   |    |   |   |    |
| Review              |   |    |   |   |    |
| Closing             |   |    |   |   |    |
| Persuasiveness      |   |    |   |   |    |
| Ethos               |   |    |   |   |    |

|                      |  |  |  |  |  |
|----------------------|--|--|--|--|--|
| Logos                |  |  |  |  |  |
| Pathos               |  |  |  |  |  |
| Supporting Materials |  |  |  |  |  |
| Evidence Citation    |  |  |  |  |  |
| Evidence Sources     |  |  |  |  |  |
| Language             |  |  |  |  |  |
| Slides               |  |  |  |  |  |
| General              |  |  |  |  |  |
| Topic Quality        |  |  |  |  |  |
| Enthusiasm           |  |  |  |  |  |
| Audience Adaptation  |  |  |  |  |  |