

Oral Presentation

Student/Team: _____

Logistics (50 points)

Suggested Point values	Criteria	Points earned
(5)	Readability (font size appropriate, able to see letters), clarity	
(5)	Appearance of presenter	
(5)	Length of presentation/good pace	
(5)	Use of Visual Aids Appropriate use of Figures, tables, graphs, pictures	
(5)	Appropriate Technical content	
(5)	All appropriate parts present: Title, outline/block diagram to show how parts fit together, Summary slide (summary, further work, hurdles)	
(10)	Mechanics/Delivery: eye contact, enthusiasm, gestures, voice level, body position	
(5)	Organization	
(5)	Clear accurate explanation of slides (not reading)	

Content (50 points)

Suggested Point values	Criteria	Points earned
(15)	Introduction (introduce self, members of team, description of problem/project, Requirements, specs)	
(10)	Methods/Procedures (Design, testing, explanation)	
(10)	Results/Discussion/Demonstration	
(15)	Conclusion/Recommendation/Answer Questions well	