**Team Presentation and Handout Evaluation Form**

Student Names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please print clearly)

Date of Presentation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Drug Topic Presented: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Criteria** | | | | |
|  | 0-1 | 2-3 | 4-5 | **Points** |
| **Goals and Objectives** | - not stated clearly or emphasized  - not reflected in discussion | - some not stated clearly  - not emphasized in discussion | - clearly stated and emphasized  - all objectives covered/ met |  |
| **Organization** | - unorganized  - attention is largely focused on trivial or  marginally relevant information  - difficult to follow  - lacks transitions between speakers and/or topics | - somewhat organized  - attention is mostly focused on key points  - somewhat difficult to follow  - weak transitions between some topics or speakers | - logically organized  - attention is focused on key points  - easy to follow  - good transitions between topics and speakers |  |
| **Content Knowledge** | - lacks understanding/ command of topic  - relies heavily on slides/ notes to explain  concepts  - not prepared to respond to questions; relies  heavily on notes | - demonstrates fair understanding and command  of topic  - relies somewhat on slides/ notes to explain  concepts  - responds to questions knowledgably /confidently  with little use of notes | - demonstrates good understanding and  command of topic  - able to explain concepts without reading  slides/ notes  - responds to questions knowledgably/  confidently without use of notes |  |
| **Media and Visuals**  ***Slides and Handout*** | - font and colors difficult to read on most materials  - most slides /portions of the handout contain too  much information  - ideas are not summarized  - four or more spelling/ grammatical errors  - many sources incorrectly referenced | - font and colors somewhat difficult to read  - some slides/ portions of the handout contain too  much information  - most ideas summarized to support presentation  - two or three spelling/ grammatical errors  - most sources correctly referenced | - font and colors easy to read  - information limited to one idea per slide and is  appropriately balanced on handout  - ideas summarized to support presentation  - no spelling/ grammatical errors  - correctly referenced |  |
| **Delivery** | - excessive reading from slides  - poor eye contact  - little voice projection; difficult to hear/understand  - many incorrect pronunciations  - inefficient use of time  - too fast or too slow  - poorly poised and not professional  - many distracting gestures or mannerisms | - some reading from slides  - fair eye contact  - varying voice projection suggesting decreased  confidence or interest  - correct pronunciation of most terms  - somewhat efficient use of time  - fair pace  - mostly poised and professional  - few distracting gestures or mannerisms | - avoids reading from slides  - good eye contact  - voice projects confidence and interest  - correct pronunciation of terms  - efficient use of time  - good pace  - poised and professional  - no distracting gestures or mannerisms |  |
| Total Points 🡪 | | | | /25 |

Evaluator Comments (Continue on back of the form as needed):