

English 303: Purchasing Presentation Evaluation Sheet

Verbal Presentation (30%)

Name: Last First Initial

Subject of Presentation:

First Impression

Eye Contact

Body Language

Enthusiasm

Speed of voice/presentation

Presentation organized/clear

Articulation/pronunciation

Voice at proper volume

Did he or she read monitor or notes?

“Uhs” or other “ahs”

Proper note of finality

Greatest Strength

Greatest Weakness

Powerpoint (70%)

Clarity

Color usage

Picture of product?

Quality of Graphics

Price on slides?

Attractive and well-organized?

Mistakes