



# PRESENTATION EVALUATION

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There are ten possible points for each subheading.

## I. VISUAL AIDS

This could be in the form of poster boards, videos, props, slides, . . .

|  |       |
|--|-------|
| A. One Visual Aid for Each Element           | _____ |
| B. Appearance and Use of Visual Aids         | _____ |
| C. Quiz is Appropriate, Prepared, and Copied | _____ |
| D. Bonus Points                              | _____ |

## II. INTRODUCTIONS

|   |       |
|---|-------|
| Introduction of Presenters, Elements,<br>Outline of Presentation, and Summary of Presentation | _____ |
|---|-------|

## III. EXPERIMENT

|                          |       |
|--------------------------|-------|
| Explanation of Procedure | _____ |
|--------------------------|-------|

Group Total: \_\_\_\_\_/50

## IV. PRESENTATION

Names: \_\_\_\_\_

|                            |       |       |       |       |
|----------------------------|-------|-------|-------|-------|
| Appearance                 | _____ | _____ | _____ | _____ |
| Posture                    | _____ | _____ | _____ | _____ |
| Organization & Preparation | _____ | _____ | _____ | _____ |
| Eye Contact                | _____ | _____ | _____ | _____ |
| Voice Quality              | _____ | _____ | _____ | _____ |
| Entertainment; Enjoyment   | _____ | _____ | _____ | _____ |

Individual totals    \_\_\_\_\_/50    \_\_\_\_\_/50    \_\_\_\_\_/50    \_\_\_\_\_/50

Individual times    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_

% of required time    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_

Individual pts earned    \_\_\_\_\_/50    \_\_\_\_\_/50    \_\_\_\_\_/50    \_\_\_\_\_/50

Time of Entire Presentation    \_\_\_\_\_

Total Points    \_\_\_\_\_/100    \_\_\_\_\_/100    \_\_\_\_\_/100    \_\_\_\_\_/100

Deductions    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_

**Final Grade**    \_\_\_\_\_/100    \_\_\_\_\_/100    \_\_\_\_\_/100    \_\_\_\_\_/100

# Group Oral Presentations [3 to 4 students]

## SUMMARY OF PROJECT:

Presenting yourself well in front of your peers is one of the most important talents a person can develop. It is the means by which people gain Advancement in the real world. Many people in today's world are smart, hard working, and very good at what they do, but if they do not have the ability to present there talents they will go unnoticed or over looked. This skill can be practiced and learned. Practice your presentations in front of the mirror, in front of loved ones, in front of your dog, in front of a video camera, or anywhere. You will find your confidence building and your presentations improving.

### I. VISUAL AIDS [30 pts]

Each group will prepare at least one visual aid for each element in their elemental family and for their experiment.

- This could be in the form of poster boards, videos, props, slides, . . .
- These **do not** have to be manufactured by the student but may be.
- Any video or slide show should not take up more than 2 minutes of the presentation, unless manufactured by the student.
- Any visual aid must be relevant to the presentation or add to the presentation.
- All videos, props, or slides should be pre-approved by the teacher.
- **Absolutely no illegal visual aids! (pornography, nudity, drug paraphernalia . . .)**

Grade will depend on appearance and use of these visual aids!

### II. INTRODUCTIONS [10 pts]

- Students should introduce themselves or be introduced.
- The elemental family should be introduced or each element should be introduced.
- A brief outline of what is going to happen throughout the presentation should be presented to the audience.
- A summary or conclusion of the presentation should occur at or near the end of the presentation.

### III. EXPERIMENT [10 pts]

Each group will prepare, explain, and demonstrate for the class an experiment, which uses at least one of the elements in their family. These experiments must be approved by the teacher and preformed in advance in the presence of the teacher, for safety always comes first!

Grade will depend on execution and explanation of procedure of lab and reaction.

#### IV. PRESENTATION

[10 pts each]

- **Appearance & Posture:** You should be dressed up for your presentation. This means you should wear nice clothes (something you would wear to church or on a nice date). Nice jeans and a nice tucked in shirt is acceptable but not the best. All clothes should fit. The only exception to these clothes would be a dress appropriate or connected to your presentation (Presentation on bees-wear a bee catchers suit). You should stand and walk straight, no nervous ticks (hair flipping . . .). **NO Gum.** Movement around the room and movement of your hands as you speak is expected and useful.
- **Eye Contact:** You should be able to look around the room during your presentation. A **10** would consist of looking at the audience at least 95% of the time. A **5** would consist of looking at the audience about 50% of the time. A **0** would consist of looking at the audience less than 10% of the time.
- **Organization & Preparation:** You should have your activities lined up and ready to go. Your presentation should proceed in a logical order. You Visual aids and Non-oral information should add to your presentation. You should know how to pronounce all the words in your presentation. You should have your handouts ready, your video cued to the appropriate spot. You should always know what to do next. Your presentation should flow from one part to the next.
- **Voice Quality:** You should speak loud enough so every one in the class can hear you clearly. It may seem that you are yelling, but you need to be loud. To receive a good grade in this category you must be loud consistently.

#### V. QUIZ

Each group will prepare, a 10-question quiz to give to the rest of the class at the end of their presentation. These are to be taken up and graded by the group.

## VI. FOLDER

At the conclusion of the oral presentation only a folder should be turned into the teacher, nothing else. Contents of the folder:

The folder should have a separate time sheet for each group member. This should contain the group members name, the work preformed, the date, and amount of time spent on each part. **NO FOLDER - NO GRADE**  
**NO TIME SHEET - NO GRADE**

**Note:** Each group should choose a Group leader. The leader is responsible for corresponding with the teacher, getting copies of quiz and equipment for presentation at least on day in advance, and keeping up with the folder.

- Presentations are to last between 20 and 25 minutes [not including quiz]
- Part or all of presentations may be on VCR tape with the exception of the experiment.

Grade deductions may be given if:

- -A group member does not present a comparable amount of time.
- -A group member does not spend a comparable amount of time preparing for presentation.

## VII. LIBRARY RESEARCH

We will spend several days in the library and at least one day in the room preparing for these presentations. Everyone should uses all class time wisely and document such; you will receive grades for proper use of preparation time. Any variance from this will result in a grade deduction. (Hint: encourage your group members to keep working)