

ORAL REPORT EVALUATION FORM

LAB TITLE _____ PERIOD _____ DATE _____

PRESENTERS _____

	<u>ORAL REPORT EVALUATIVE CRITERIA</u>	<u>RATING [CIRCLE ONE]</u>
T H E R E P O R T	1. Does the oral report include a clear statement of the goal of the procedure?	1 2 3 4 5 6 7 8 9 10
	2. Does the oral report include background information correctly explaining all new terms and/or ideas?	1 2 3 4 5 6 7 8 9 10
	3. Does the oral report thoroughly cover all aspects of the lab activity?	1 2 3 4 5 6 7 8 9 10
	4. Is there a clear line of evidence connecting the data, results and the concluding statement?	1 2 3 4 5 6 7 8 9 10
	5. Does the oral report include a clearly stated conclusion that reflects the goals of the procedure?	1 2 3 4 5 6 7 8 9 10

D E T A I L S	6. Are all numbers expressed to the appropriate number of significant digits?	1 2 3 4 5 6 7 8 9 10
	7. Are all numbers accompanied by the appropriate unit designation?	1 2 3 4 5 6 7 8 9 10
	8. Are all measurements accompanied by the appropriate error measure?	1 2 3 4 5 6 7 8 9 10
	9. Do all graphs have appropriate labels and a title?	1 2 3 4 5 6 7 8 9 10
	10. Are all text and diagrams large enough to be read easily from all locations?	1 2 3 4 5 6 7 8 9 10

P R E S E N T E R S	11. Have all members of the group participated fully in the presentation?	1 2 3 4 5 6 7 8 9 10
	12. Have all presenters spoken loudly and clearly?	1 2 3 4 5 6 7 8 9 10
	13. Have all presenters faced the audience and made good eye contact?	1 2 3 4 5 6 7 8 9 10
	14. Were questions from the audience answered satisfactorily?	1 2 3 4 5 6 7 8 9 10
	15. Did all presenters demonstrate a thorough understanding of the subject matter?	1 2 3 4 5 6 7 8 9 10

Comments _____

Oral Presentation Score = _____ / 150 · 30 · _____ + 10% = _____