**Buckeye American Legion College**

**Presentation Evaluation Form**

Participants: Your opinion matters. Please fill out the survey below. Mark one answer for each question and fill in your response in the space provided.

Presenter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Topic: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Excellent----------------Neutral--------------Needs Work

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| ***To what extent did the presentation represent the following features?*** | **5** | **4** | **3** | **2** | **1** |
| 1. Purpose communicated clearly |  |  |  |  |  |
| 1. Organized and easy to follow |  |  |  |  |  |
| 1. Presenter exhibited a good understanding of topic |  |  |  |  |  |
| 1. Presenter was well-prepared |  |  |  |  |  |
| 1. Presenter spoke clearly/effectively |  |  |  |  |  |
| 1. Time for presentation used effectively |  |  |  |  |  |
| 1. Slides enhanced presentation |  |  |  |  |  |
| 1. Presenter responded effectively to audience questions and comments |  |  |  |  |  |
| 1. Presentation was done in a way that engaged audience |  |  |  |  |  |

1. What did you like most about the presentation?
2. What areas might you suggest for improvement not listed above?