

Computing Seminar Grading Sheet

Name of Student \_\_\_\_\_ Name of Evaluator \_\_\_\_\_

Date \_\_\_\_\_ Title of Presentation \_\_\_\_\_

Presentation Content (40%)	Possible	Given
Thorough coverage of the topic (breadth)	10	_____
Sufficient details supplied (depth)	10	_____
Relevance of all material presented	5	_____
Technical aspects adequately explained	5	_____
Obvious structure and organization	5	_____
Transitions and connections between topics	5	_____
Oral Presentation Mechanics (20%)		
Voice audibly projected	4	_____
Pace neither too slow nor too fast	4	_____
Length close to 30 minutes - deduct for short or long	4	_____
Proper grammar, pronunciation, and enunciation	4	_____
Smooth and natural flow, enthusiasm and confidence	4	_____
Visual Presentation Mechanics (20%)		
Appropriate number of electronic slides	4	_____
Relevant, succinct, and concise text on slides	4	_____
Appropriate font, background, and layout	4	_____
Correct grammar and spelling	4	_____
Relevant and enlightening graphics where needed	4	_____
Level of Research (20%)		
Sufficient reference sources	10	_____
Balanced use of books, periodicals, WWW, etc.	5	_____
Sources cited within presentation	5	_____
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Totals	100	_____
Deductions:		
Inappropriate appearance or dress	-10	_____
Inability to answer reasonable questions	-10	_____
Lack of handout including:	-10	_____
Title, Abstract, Brief Outline, Bibliography		
Examples and/or Glossary (where needed)		
Final Score		_____

Comments: