School of informatics

University of Edinburgh
Dialogue and Natural Language Generation

Student Presentation Feedback and Assessment Form

Presenter:

Marker:

Short Title:

Overall Mark:

1 Content of presentation

Excellent ☐ Good ☐ Satisfactory ☐ Poor ☐ Unacceptable ☐

Positive: Good understanding of material, Clear theme to talk, Good overview, Highlighted important points, Combined motivational and technical material, Explained hard ideas well, Questions handled well.

Negative: Some technical errors, Some technical terms not explained, Talk poorly structured, Explanation sometimes unclear.

Comments:

2 Delivery of Presentation

Excellent ☐ Good ☐ Satisfactory ☐ Poor ☐ Unacceptable ☐

Positive: Confident, Clear, Timing good, Consistent pace.

Negative: Nervous at times, Confused sometimes, Delivery sometimes flat, Sometimes hesitant, Voice too quiet, Ran overtime, Ran undertime, Laboured easy material, Skimmed difficult material, Turned back on audience, Obscured screen.

Comments:

3 Use of audio-visual aids

Excellent ☐ Good ☐ Satisfactory ☐ Poor ☐ Unacceptable ☐

Positive: Clear slides, Right amount of material per slide, Examples used well, Diagrams used well, Tables used well, Graphs used well.

Negative: Omitted illustrative examples, Would have benefited from diagrams, tables and/or graphs, Slides too crowded, Font too small, Typos on slides.

Comments:

Instructions to Marker

The lecturer will fill in a copy of this form after each student presentation, awarding an overall mark. This should be returned to the Teaching Organisation within a week so that a record photocopy can be made, the mark recorded and the original form returned to the student.
For each section below the marker should tick the most appropriate score box, circle each positive and/or negative comment that applies to the presentation and provide further feedback, if appropriate, in the box provided. Take into account the native language of the speaker when assessing their use of English.
Calculate the overall mark by finding the best match of the part scores to the following descriptions.

70-100: At least one Excellent part score and others all Good.

60-69: All part scores Good.

50-59: One part score at least Good and others all Satisfactory.

40-49: All part scores at least Satisfactory.

35-39: At most one part score Poor or Unacceptable.

25-34: One Poor or better and others all Unacceptable.

0-24: All Unacceptable.

Adapted from Alan Bundy's presentation marking form used in Informatics Research Methodologies.