KINGDOM OF SAUDI

ARABIA

Ministry of Education

TAIF UNIVERSITY

College of Computers and IT

Vice Dean For Training Affaires

المملكة العربية السعودية

وزارة التعليم

جَامِعَة الطائف

كلية الحاسبات وتقنية المعلومات

وكالة الكلية للتدريب

Presentation Evaluation Criteria

Weight	Criteria	Evaluation			
		Unsatisfactory **1**	**Developing** **2**	**Satisfactory** **3**	**Exemplary** **4**
4	**Organization of the contents**	The presentation has no sequence of information	Difficult to follow the presentation because the student jumps around	Information presented in logical sequence	Information presented in logical and interesting sequence
6	**Questions & Answers**	Dose not have grasp of information, cannot answer questions about the subject	Not comfortable with information and answers only basic questions	At ease and provides expected answers to all questions but fail to elaborate	Demonstrates full knowledge by answering questions all with explanations and elaboration
4	**Format, Style & overall layout**	Presentation is difficult to follow (styles, colors) and information not organized\laid out properly	Acceptable formatting with little information and organization for comprehension	Good formatting and organization & layout relate to presentation theme	Excellent formatting and information organized for enhanced comprehension
6	**Time Management**	The process of presenting has taken more time than the allowed time limit with no clear division for time	The process of presenting has taken more time than the allowed time limit with limited division for time	The time is divided to some extend with a little rushing	The time is divided appropriately according to the significance of each section
5	**Presentation Skills**	The student used reading material or read from slides. Student mumbles incorrectly pronounces terms, and speaks too quietly. Difficult to hear	The student used reading material or read from slides. Student's voice is low. Incorrectly pronounces terms. Student can be heard only with increased level of concentration	The student used script or reading material. Student's voice is clear. Pronounces most words correctly. Student can be heard through most part	The student did not use script or reading material. The student uses a clear voice and correct, precise pronunciation of terms and heard clearly throughout