

EVALUATION FORM FOR PRESENTATIONS

Chair:

Author(s):

Paper:

Speaker (mention if not first author):

PART 1

Rating system

1 – Poor

2 – Fair

3 – Good – default score for a good speaker

4 – Excellent – must be above average expectations

5 – Outstanding – should be rare

1. Relevant and clear introduction was provided
2. The talk was divided into clear and relevant sections
3. The speaker’s direction and the sub goals were clear and well-motivated
4. The level of English was good to follow the talk easily
5. The technical explanations were clear and easy to understand
6. The graphics, notation and overall slide layout was clear and effective
7. The speaker appeared confident and well prepared
8. The speaker engaged with the audience (did not look away, etc.)
9. Relevant and clear conclusions were provided
10. The speaker handled questions well

1[*]	2	3	4	5[*]

11. The length of the talk was appropriate

OK	Too Short	Too Long

[*] will only be considered if some explanation is provided in Part 2

PART 2 – feedback to the speaker and motivation of the rating

We encourage you to provide textual feedback on the presentation. Although this is mandatory for *1 and *5, feedback for the other points is also very much appreciated. (you can continue on backside)