

TTK/UAS Centre for the Humanities

Presentation Grading Criteria

	excellent (5)	good (3)	poor (1)
STRUCTURE	<ul style="list-style-type: none"> * Logical structure: <ul style="list-style-type: none"> - greeting the audience - introduction of the topic - presenting the issues of the topic in the logical order - summing up * The presentation is understandable and easy to follow 	<ul style="list-style-type: none"> * Some parts of the structure are missing (e.g. introduction; summing up) * Some shortcomings in the logical structure 	<ul style="list-style-type: none"> * The structure is missing: no greeting, introduction etc * The talk is not in the logical order * It is difficult to follow and understand the presentation
DURATION OF THE PRESENTATION	The presentation is within the time limits	The presentation exceeds the time limits / is shorter	The time limits are ignored
ENGLISH LANGUAGE ISSUES	<ul style="list-style-type: none"> * No language/grammar /pronunciation mistakes * A wide choice of (special) vocabulary 	<ul style="list-style-type: none"> * Some mistakes, which don't interfere with understanding the talk * The vocabulary is not very rich 	<ul style="list-style-type: none"> * A lot of mistakes, which sometimes interfere with understanding * Vocabulary is rather primitive
SLIDES	<ul style="list-style-type: none"> ▪ The first slide introduces the content of the presentation ▪ The slides are easy to read (letter size, contrasting colours) ▪ No spelling/grammar mistakes on the slides ▪ The slides don't present long sentences ▪ Slides are well illustrated 	<ul style="list-style-type: none"> * Some slides present long sentences * Some mistakes on the slides 	<ul style="list-style-type: none"> ▪ The text of the presentation is mostly on the slides ▪ The slides are difficult to read- small letter size, bad colour combination ▪ Slides are not illustrated ▪ Spelling mistakes on the slides
VERBAL DELIVERY OF THE PRESENTATION	<ul style="list-style-type: none"> ▪ Free delivery of the presentation ▪ The voice is of normal loudness ▪ Speech rate normal – neither too fast nor too slow ▪ Good pronunciation 	<ul style="list-style-type: none"> * The speaker uses the written text now and then * Pauses in the presentation 	<ul style="list-style-type: none"> * The speaker tends to read the prepared text * Speech too silent and monotonous * A lot of words are mispronounced

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CONTACT WITH THE AUDIENCE	Good eye contact and communication with the audience	Some contact with the audience (e.g. – is able to answer the questions)	Very little (eye)contact and communication with the audience
GENERAL IMPRESSION OF THE PRESENTATION	<ul style="list-style-type: none"> * The presentation formed an integrated whole * The talk aroused interest and was enjoyable to listen to 	<ul style="list-style-type: none"> * The presentation was not very interesting, but managed to give information on the topic 	<ul style="list-style-type: none"> * The presentation missed an overall idea and was quite dull and difficult to understand

The grades “4” and “2” fall in between of “5”, “3” and “1”