

Healthcare Management Fieldwork Oral Presentation Evaluation

STRUCTURE: 10 points			
	Very Good – Excellent 9 – 10 points	Average – Good 7 – 8 points	Below Average – Poor 6 or fewer points
Effective opening	<input type="checkbox"/> Effective; Used specific strategy to engaged audience immediately	<input type="checkbox"/> Adequate opening; Some engagement attempted	<input type="checkbox"/> Ineffective; Just started talking; Not engaging
Organization	<input type="checkbox"/> Follows logical sequence & provides explanations so audience can clearly follow; Length was appropriate; not too long or not too short	<input type="checkbox"/> Follows logical sequence overall, but some delivery disorganized or fails to elaborate effectively; Length acceptable	<input type="checkbox"/> Rambles; Does not follow logical sequence; Disorganized; Either too short or too long
Effective closing	<input type="checkbox"/> Effective; Provides sense of closure for audience; Well executed closing statement	<input type="checkbox"/> Adequate, but may be abrupt or lacking sense of closure for audience; Closing not fully executed	<input type="checkbox"/> Just stopped; Not effective closing; No sense of closure
DELIVERY: 10 points			
	Very good – Excellent 9 – 10 points	Average – Good 7 – 8 points	Below Average – Poor 6 or fewer points
Nonverbal Skills: Eye contact, Posture, Facial Expressions, Body Movement	<input type="checkbox"/> Seldom looked at notes, maintaining eye contact with audience throughout talk; Calm demeanor; No fidgeting; Straight posture; Gestures appropriate for talk; Pleasant expression; Enthusiasm present	<input type="checkbox"/> Maintained eye contact most of time, but frequently returned to notes; Fairly calm; Fidgeting present, but not excessive; Good posture; Acceptable gestures & expression; Some enthusiasm	<input type="checkbox"/> Reads most or all of presentation, making little or no eye contact with audience; Fidgeting to point of distraction; Poor posture; Dull expression; No use of gestures or inappropriate use; No enthusiasm
Verbal Skills: Volume, Pitch, Tone, Word Accentuation, Pacing; Grammar & Word Choice	<input type="checkbox"/> Speaks clearly & loud enough for all to hear; Good use of inflection; Excellent pacing; Not too fast or too slow; Used proper grammar; Pronounced all words correctly; Minimal nuisance words	<input type="checkbox"/> Relatively clear, but may be too low to be heard by all; Some use of inflection; Good pacing; Some spots may be too fast or slow; Few errors in grammar or word choice; Pronunciation correct; Few nuisance words	<input type="checkbox"/> Mumbles. Speaks too quietly; unable to hear in back of room; Monotone; Poor pacing; Either too fast or too slow; Several errors in grammar &/or word choice; Many nuisance words; Pronunciation problem
CONTENT: 20 points			
	Very Good – Excellent 18 – 20 points	Average – Good 15 – 17 points	Below Average – Poor 14 or fewer points
Content	<input type="checkbox"/> Content choices provide excellent to very good overview of project, showing clearly what was done and findings. Technology used effectively to support presentation.	<input type="checkbox"/> Content choices provide good to average overview of project, showing what was done and findings but may be lacking in 1-2 areas. Technology use adequate.	<input type="checkbox"/> Poor content choices overall. Did not clearly or effectively provide overview of project. Findings not shown or incomplete. Lacking in more than 2 areas. Use of technology marginal to poor.
OVERALL IMPRESSION: 10 points			
	Very Good – Excellent 9 – 10 points	Average – Good 7 – 8 points	Below Average – Poor 6 or fewer points
Overall Impression	<input type="checkbox"/> Wow! Knocked it out of the part. Excellent presentation. Delivery & content excellent. Creativity excellent. Well done.	<input type="checkbox"/> Pretty good, although lacking in some areas of quality. Some creativity. Still reflects good or passing level work on most aspects.	<input type="checkbox"/> Poor effort in all or most parts. Not prepared & really showed in quality of presentation. Most aspects not well done. Not passing.
Score: _____ / 50 Possible Points			

Student Name: _____

Date: _____

Agency Supervisor: _____

Date: _____