

**PUBLIC PRESENTATIONS –  
FEEDBACK FORMS**

**FIRST YEAR SEMINAR**

Speaker: \_\_\_\_\_ Date: \_\_\_\_\_

The speaker's *message* was: \_\_\_\_\_

The speaker's *key points* were: \_\_\_\_\_

In the channel of **LOOK:**

NOT AT ALL

FREQUENTLY

- |  |   |   |   |   |   |   |   |   |   |    |
|--|---|---|---|---|---|---|---|---|---|----|
| 1. The speaker looked <i>confident in stance and posture</i> . | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 2. <i>Sustained eye contact</i> was given to all.              | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 3. <i>Facial expressions</i> were appropriate.                 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 4. The speaker used <i>descriptive gestures</i> .              | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

In the channel of **TONE:**

NOT AT ALL

FREQUENTLY

- |  |   |   |   |   |   |   |   |   |   |    |
|--|---|---|---|---|---|---|---|---|---|----|
| 5. The speaker used a <i>conversational tone</i> . | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 6. The speaker used <i>silence and pauses</i> .    | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 7. The speaker used <i>vocal variety</i> .         | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

In the channel of **WORDS:**

NOT AT ALL

FREQUENTLY

- |   |   |   |   |   |   |   |   |   |   |    |
|---|---|---|---|---|---|---|---|---|---|----|
| 8. The <i>message</i> was clear.                | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 9. The <i>organization</i> was easy to follow.  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 10. The speaker had <i>concise points</i> .     | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11. The speaker used enough <i>evidence</i> .   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 12. The speaker's <i>conclusion</i> was strong. | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 13. The speaker used <i>visual aids</i> well.   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

POOR

EXCEPTIONAL

- |   |   |   |   |   |   |   |   |   |   |    |
|---|---|---|---|---|---|---|---|---|---|----|
| 14. My overall rating of this presentation: | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|----|

Please list one thing this speaker did well and should continue doing: \_\_\_\_\_

Please list one thing this speaker should work on: \_\_\_\_\_

Signed: \_\_\_\_\_