**Cover Slide:**

Title and Subtitle (Central Idea)……………………..

Nam e, Affiliation, Date…………………………………..

Appropriate visual appeal……………………………….

**Summary Slide(s):**

Visual appeal…………………………………………………………

Verbal draw......................................................……..…

**Purpose, Organization, and Development:**

 Purpose of the presentation is clear from beginning

 Presenter speaks clearly to the intended audience

The presentation is well-organized and logical…………

The presentation is appropriately scales....................

The presentation has a clear intro and conclusion…..

**Mechanics:**

 Presenter is clear, relaxed, and poised…………….

 Presenter makes appropriate eye contact……………

 Presenter is engaged, enthusiastic……………………….

 Presenter seems well-rehearsed and professional…

 Presenter does “plant, move, plant” technique

 Introductions come after engaging “hook”…………….

 Gestures are natural and engaging………………………..

**Slide Design:**

 Slide titles convey a message, not just a topic……….

 Slides are not text-heavy………………………………………

 Font is a readable size…………………………………………..

 Animation is effective……………………………………………

 Slideshow’s agenda is clear…………………………………..

 Slideshow contains tracker ..............................…….

**Common Problems**

**Back to audience?**

**Eyes too fixed on monitor or screen ?**

**Feet shifting or dancing?**

**Hands in pockets?**

**Hands in “fig leaf” position?**

**Hands in “holding holy icon” position?**

**Mouth not enunciating?**

**Voice not projecting?**

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