Instructions for Using Oral Presentation Score Sheet

Judge Code: You have been assigned an identification code. Please add this code to the top of every score sheet that you use. If you do not remember your number, ask the Student Ambassador in your session area to locate it.

Abstract Number: Every student presentation is assigned an abstract number. Please record the abstract number on the top of the score sheet, these numbers identify the specific presentation so it is important that is recorded so each presentation is properly scored. This number can also be found in the SRS program and will be on the abstracts sent to you in advance of the SRS.

Scoring: Students will be given 10 minutes for their presentation and 5 minutes to respond to questions (15 minutes total). Presentations are judged on a 5-point scale. Please read the descriptors in each of the categories ahead of time. Record a score (1 through 5) for each of the seven categories. You can assign scores ONLY in full-point increments. It is extremely important that your evaluations are fair, consistent, and that standards/expectations are appropriate for the academic level (i.e., undergraduate, master’s, doctoral). Be very discriminating with awarding a 5. This score should be reserved for only truly exceptional presentations.

Written comments can be added to the bottom of the score sheet and these comments will be separated from your individual scores so that your comments will be anonymous and not identifiable. These comments may possibly be made available to student presenters by the SRS committee after the event.

Be sure to arrive early and introduce yourself to the session moderator before the start of the session. Your session moderator is also a judge but is responsible for starting the sessions, the timing of the presentations, and moderating the question and answer sessions. Immediately after the end of the session, the moderator of your session will collect the score sheets.

Scoring Categories: Standards and expectations for the seven categories are described below:

Organization refers to the quality and completeness of information presented. Students are allowed only 10 minutes to deliver their presentation (and 5 minutes for questions), thus only the most relevant information should be presented. Moreover, the presentation should be well-paced and make use of the entire time allotment.

Originality refers to the research problem or project purpose and to the design or approach. The problem/purpose should be original and imaginative and display independent and/or creative thought. The design/approach should expand on established ideas or introduce new ideas.

Significance refers to the importance or worth of the project. This category addresses the question of whether it was a worthwhile project to conduct and would make a meaningful contribution to the discipline.

Research Methodology refers to the process used to collect information and data for the purpose of understanding the research problem or project. The use of tools, training and techniques should be evaluated. An analysis (explanation of the reasoning for the selection of the process or outcomes) should be applied to the problem but a conclusion or solution does not have to be provided.

Delivery refers to the style of the presenter and the quality of the presentation. The presentation should be given in a manner (e.g., voice mannerisms, body language, and communication skills) that shows the enthusiasm, skill, and interest of the student. The delivery also considers the quality of slides or other presentation materials, which should enhance the presentation/performance.

Clarity refers to the clearness of the presentation. The subject matter was presented in a manner that is understood by the reader or listener or observer.

Interaction with the Audience refers to the presenter’s effectiveness in communicating the answers to questions posed by audience members. The reasoning used for the answer was clear, concise and understood.