**Presentation evaluation tool:**

As you rehearse, check through each of the below areas.

**Grabber/Transitions/Sticker**

* Creative/engaging opening
* Helpful transitions
* Clear call to action/closing

**Timing**

* Good time management – hit time goals
* Overall good rhythm – not rushed or delayed

**Content**

* Effective speech organization
* Clear, concise, and compelling message
* No notes
* Well-rehearsed and prepared

**Teamwork**

* Team members are attentive and focused
* Credibility as a team
* Smooth transitions

**Voice**

* Variance of speed and volume
* Vocal projection and energy
* Correct grammar
* No “uh,” “um,” or “like” filler words

**Connection**

* Eye contact with everyone – all areas of the room
* Personal connection
* Feels like you are talking “with” them, not “to” them

**Gestures**

* Comfortable use of hands and feet
* Good facial expressions
* Energetic posture and presence
* Effective use of room/purposeful walking