

## Feedback Form

Speaker: \_\_\_\_\_ Session: \_\_\_\_\_ Talk # \_\_\_\_\_

Overall Rating				
Excellent	Very Good	Good	Fair	Poor

Please provide feedback through direct comments and by using the following code: **(1)**, excellent job; **(2)** above average; **(3)** good presentation; **(4)** needs improvement; **(5)** major deficiencies. **Add a short comment to qualify your score.**

Criteria - Content	(1)	(2)	(3)	(4)	(5)	Comments
<b>Overall content</b>						
<b>Knowledge on the subject</b> <i>(Both during presentation and question period)</i>						
<b>Background (or literature survey)</b> <i>(Relevance and time spent on this part)</i>						
<b>Description of theory, experimental procedure, and instrumentation</b> <i>(Amount of detail and relevance)</i>						
<b>Experimental Results (or examples of work done by others).</b> <i>(Well-chosen and well-explained)</i>						
<b>Conclusions (or personal opinion)</b> <i>(Appropriate and independent)</i>						
Criteria - Presentation Format	(1)	(2)	(3)	(4)	(5)	Comments
<b>Overall organization</b>						
<b>Clarity</b>						
<b>Quality of slides or overheads</b> <i>(Figure and font size, crowdedness, grammar, spelling)</i>						
<b>Number of slides</b> <i>(Irrelevant slides, more slides needed)</i>						
<b>Literature citations</b> <i>(Format, consistent format, number)</i>						
<b>Delivery style</b> <i>(Voice tone, body language, nervousness, proper English)</i>						

**Additional Comments:**