

Presentation Assessment Criteria

Consider the following criteria before making your presentation:

- 1. Organisation**
 - preparedness
 - logical sequence
 - introduction
 - purpose statement
 - sign-posting language
 - key points
 - conclusion
 - closure
 - timing

- 2. Content**
 - topic coverage
 - relevant to humanities and social sciences
 - informative
 - understandable
 - interesting
 - entertaining

- 3. Language**
 - appropriate to audience - explanation of jargon
 - voice
 - speed
 - volume
 - clarity
 - intonation
 - grammatical accuracy
 - correct pronunciation of key words

- 4. Body language**
 - eye contact (with the whole class, not only the teacher)
 - good use of notes; not reading large parts of the presentation
 - stance, enthusiasm

- 5. Visuals**
 - appropriate
 - supportive
 - clear

- 6. Questions**
 - handling of the discussion
 - clear, appropriate responses

- 7. Sources**
 - reliability
 - bibliography format

Bibliography Format Examples:

BOOKS:

author – title – place of publication – publisher – year of publication – pages

Author (surname first). Title (underlined or *in italics*). Place: Publisher, year, pages.

Gellner, Ernest. Thought and Change. London: Weidenfeld and Nicolson, 1964, pp. 6-8.

JOURNAL ARTICLES:

author – title of the article – full title of the journal – volume number – issue number – year of publication – pages

Marotta, Emanuel: 'Europol's Role in Anti-Terrorism Policing', Terrorism and Political Violence, 11/4, 1999, pp.15-18.

INTERNET:

author – title of the work – the Internet address – date of viewing– page

Linz, J.J. and Montero, J.R.: *The Party Systems of Spain: Old Cleavages and New Challenges*, <http://www.mk.gov.es/researchpapers/no405.htm>, viewed: 05/06/2003, p. 2.