

Presenter\_\_\_\_\_ Date\_\_\_\_\_

## EVALUATION OF BUSINESS PRESENTATION

### ORGANIZATION:

Proposal presented clearly  
Support material  
Flow of thought  
Timing

Grade:

### PREPARATION:

Smoothness  
Clarity  
Visual aids  
Explanation of figures and graphs

Grade:

### DELIVERY:

Visual contact with the audience  
Clarity of speech  
Tone of voice  
How well were questions answered?  
Confidence

Grade:

Was I convinced by the presentation? Yes ☐ No ☐

### COMMENTS:

Overall Grade: