

Oral Presentation Evaluation Criteria



Parallel session title _____ Author (Last Name): _____ Evaluator name: _____

Presentations will be evaluated using the following criteria:

Please score each item on the scale, with 1/2 (low) = marginally adequate, and 5/10 (high) = excellent.

Please circle the number for your score.

I. Content – up to 30 points	low					high
Accurately follows the title and abstract and stays on topic	2	4	6	8	10	
Makes a contribution to practice or theory in health information and libraries	2	4	6	8	10	
Relevance to theme and delegates' contexts made clear	2	4	6	8	10	

(I) Total content score: _____

II. Organisation – up to 20 points	low					high
Secures audience attention	1	2	3	4	5	
Objectives and outline well formulated in the introduction	1	2	3	4	5	
Well structured, flowing logically and with good transition between the sections	1	2	3	4	5	
Offers summary of ideas and provides closure	1	2	3	4	5	

(II) Total organisation score: _____

III. Delivery – up to 25 points	low					high
Consideration given to the understanding of English by the audience, i.e. clear pronunciation and speech rhythm	1	2	3	4	5	
Effectively uses vocal variety in rate, pitch, and intensity to maintain audience interest in speech	1	2	3	4	5	
Good visual quality (content displayed well visible, good choice of font, colours, pictures, well balanced screens)	1	2	3	4	5	
Uses physical behaviour that supports the message (including appropriate eye contact, facial expressions, gestures, posture, personal appearance)	1	2	3	4	5	
Adheres to time requirements	1	2	3	4	5	

(III) Total delivery score: _____

Total Score (I + II + III) : _____