

The Oregon DATA Project

Certification Training – Presentation Scoring Guide

Name _____ Date _____ Rated by _____

Recommended for certification (Proficient) YES NOT YET (see comments)

Knowledge of Seminar Content--The presenter:	Presentation/Delivery--The presenter:
<ul style="list-style-type: none"> ___ Defines concepts and terms clearly ___ Supports key points with rich anecdotes and authentic ideas ___ Illustrates connections of ideas with visual maps ___ Presents information in a logical and organized sequence ___ Balances between delivery of information, processing time and application of information. ___ Provides immediate feedback to participants that honors their ideas, increases cognition and moves group forward. ___ Poses questions that elicit depth of thinking and understanding related to key seminar concepts ___ Selects specific and relevant examples for each essential concept that match audience grade level/content area ___ Focuses on and connects specific and relevant ideas ___ Moves seamlessly between information and application ___ Presents information so that fluency and familiarity with the material is evident. ___ Integrates others' research into presentation for making a point, enhancing understanding as well as scaffolding ideas ___ Maintains integrity of seminar content ___ Manages and budgets time by prioritizing delivery points ___ Effectively "unwraps" concepts for audience comprehension ___ Demonstrates understanding of audience questions with concise, targeted response 	<ul style="list-style-type: none"> ___ Maintains eye contact with audience ___ Uses professional sense of humor ___ Uses voice that is articulate, clear and modulated ___ Speaks with a sense of authority and positive attitude ___ Presents in relaxed manner without fidgeting or distracting gestures or words ("umm" or filler phrases) ___ Projects personal conviction, passion and enthusiasm for subject matter ___ Conveys sincerity and approachability ___ Connects with participants ___ Motivates audience ___ Delivers in manner that sustains attention of the participants ___ Provides clear and easy-to-follow instructions ___ Uses appropriate techniques to focus group on key points ___ Deflects group members from dominating discussion ___ Prioritizes information to fit within time allotment ___ Demonstrates evidence of extensive subject matter through highly poised and confident delivery ___ References slides and provides content knowledge and understanding without reading text ___ Applies knowledge of adult learners and their need for reflection time, collaboration and movement
Comments (continue on back)	Comments (continue on back)