

## Oral Session Evaluation Checklist (In Progress Research)

This checklist outlines the criteria that will be used by the judges in evaluating proposed research that is in progress - presented in an oral format. This information is provided as an aid to the students and the faculty advisors in preparing for the presentation. Maximum score is 40 points. The criteria items range from 5 = Excellent to 1 = Poor. A zero will be assigned for items not included.

1. **Introduction or Background** (5 pts)
  - a. Must have few sentences as to why the research is needed
  - b. Must have data to support the purpose statement
  - c. Must be relevant for the problem
2. **Purpose or Statement of Problem** (5 pts)
  - a. Must have few sentences as to why the research is needed
  - b. Must have data to support the purpose statement
  - c. Must be stated very clearly
3. **Theoretical or Conceptual Framework** (5 pts)
  - a. Must have a theory or proposed conceptual framework to guide proposed research
  - b. Very clear description of the theoretical or conceptual framework
4. **Methods, Procedures, or Approach** (5 pts)
  - a. Must be very clear
  - b. Must have detailed description of procedures
  - c. Need to include the theoretical or conceptual framework
5. **Verbal Skills** (5 pts)
  - a. Enthusiastic
  - b. Clear voice
  - c. Correct and precise pronunciation of words
  - d. No more than 1 to 2 grammatical errors
6. **Nonverbal Skills** (5 pts)
  - a. Excellent eye contact with audience
  - b. Seldom look at notes or screen (not just reading the notes or reading the screen)
  - c. Very poised
7. **PowerPoint Slides** (5 pts)
  - a. Must have PowerPoint slides
  - b. Slides must be highly attractive
  - c. Appropriate font and font size (not less than 24 points)
  - d. No more than minor errors
8. **Questions & Answers** (5 pts)
  - a. Excellent responses to most questions
  - b. Good explanation and elaboration
  - c. Not vague responses