

**U.S. ARMY CORPS OF ENGINEERS  
HONOLULU DISTRICT  
SPEAKERS BUREAU  
PRESENTATION EVALUATION**

SPEAKER: \_\_\_\_\_

DATE: \_\_\_\_\_

SUBJECT: \_\_\_\_\_

AUDIENCE: \_\_\_\_\_

- |  |     |    |
|--|-----|----|
| 1. Was the speaker well prepared?  | YES | NO |
| 2. Was the speaker's appearance appropriate?   | YES | NO |
| 3. Was the presentation relevant to the interests of the audience?   | YES | NO |
| 4. Do you feel there was sufficient time and opportunity?<br>for questions and discussion by the audience? | YES | NO |
| 5. Did the speaker fully answer the questions?   | YES | NO |

6. What do you feel are the major strengths of the presentation?  
\_\_\_\_\_  
\_\_\_\_\_

7. What is your evaluation of the visual aids and materials used by the speaker?  
\_\_\_\_\_  
\_\_\_\_\_

8. Would you make any recommendations to improve this presentation?  
\_\_\_\_\_  
\_\_\_\_\_

9. Would you like to add any other comments about this presentation?  
\_\_\_\_\_  
\_\_\_\_\_

10. Please indicate your overall evaluation of the presentation.

EXCELLENT	GOOD	SATISFACTORY	UNSATISFACTORY						
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10	9	8	7	6	5	4	3	2	1