



**US 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 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						
10	9	8	7	6	5	4	3	2	1