

GPS: The World's Water, 2018

Professor Stoddard and Professor Rosbach

Worcester Polytechnic Institute

Presentation Feedback Guide

Phase I: How did it go? (5 minutes)

Instructions for Teams presenting:

Take a moment to think about how your first presentation went, write down a few thoughts, then share your thoughts with the other team you have been paired with. Use the following questions to guide your self evaluation and discussion about what went well with your presentation and what you hope to improve for your next presentation.

1) How well did you transition from one team member to the next?

2) Did the timing of individual parts and the entire presentation work out as you planned? Or did some sections end up going longer or shorter than you anticipated?

Ask the team giving you feedback how well the transitions and timing went from their perspective as the audience.

3) Did your images and technology support your presentation as expected or were there challenges/issues that you did not anticipate?

4) As a team, do you feel you relayed the information you intended? How about your individual part? Do you think the presentation worked well to relay your main message?

Phase II: How did they do? (8 minutes)

Instructions for teams giving feedback on the presentation:

- *Use this worksheet to take notes on the team you were assigned during their presentation.*
- *After the team you are paired with finishes reflecting on their presentation, use the following questions and the notes you took during the presentation as a guide to provide feedback on their performance. Feedback during the feedback session should be in the form of conversation and discussion - not written.*

1. Main Message and Supporting Evidence

What was the main message of the presentation?

Ask the presenters if this is the message that they intended. If it was, tell them what worked well to convey that message. If it was not, provide feedback about how they might have made their message more clear. Share why you thought their message was different than what they intended.

What points (claims and assertions) did they make throughout the presentation?

Did these support the main message? Explain why or why not.

What evidence (facts, data, figures, observations, etc.) did they provide to support their points (claims, assertions)?

Was there a clear narrative story linking the main message to the supportive claims and evidence, or did you (the audience), have to work to see how all the pieces fit together? Explain.

Give the presenters feedback about how clear their points were, how well they linked their claims to the main message, and how well they supported them with evidence.

2. Audience Engagement

Did they engage the audience from the start? Did you feel engaged emotionally at any point?

Give the presenters feedback about how effectively they engaged or did not engage the audience and any suggestions you have for improving engagement for the next time.

3. Media

What kinds of media did they use in the presentation? Were some more effective than others?

Give the presenters feedback about their use of media in the presentation and any suggestions for next time.

Phase III: Mentoring and Advice to your partner team (7 minutes)

Instructions for team that presented:

Now that you have worked on a team to research, develop, practice, and give a presentation about a health problem, what advice can you give your partner team so they can learn from your experience (and so you can make improvements for your next project)?

Here are some topics you might discuss:

- Dividing responsibilities
- Preparing and practicing
- Communicating with each other
- Managing limited presentation time and transitions during the presentation
- Presentation techniques and practices that work well
- Things you saw in others' presentations that you were really impressed by that you'd like to try in another presentation