

**Peer evaluation form for class presentations**

1. There is a strong chance that peer evaluation (done in a “blind” fashion, so you don’t know who trashed your paper or praised your proposal) will be a part of your future career. No matter what your personal feelings are towards the person you evaluate, you have to be professional and impartial so that the feelings (both positive and negative) are not in the way of evaluating the person’s job.
2. Prepare for the event – the abstracts/outlines/references will be posted on Wednesday May 22.
3. Before you assign final scores for your classmates, I suggest you take notes on each presentation so that you can calibrate yourself and assign scores only after you have seen several presentations. Same goes with questions. You will have until the end of the day of the last presentation on Friday May 31 to finalize your scores.
4. Each person is to evaluate the quality of the presentation for all other people in the class, except for their own presentation partner. Note that the score could be different for different people presenting as a team. Evaluate the structure of the talk, clarity, and understanding (people don’t have to become experts in their chosen topics, but saying the memorized lines are unacceptable either!), to figure a combined score on the scale from 1 to 5. Write a short (one-two word) comment so that I see what your score is based on.
5. If a presenter answers a question from the audience very well, you may raise the score by another point. Write it in one of the columns as “+1”.
6. Each person is expected to ask a question on a presentation of their choice. Evaluate the quality of this question on the scale from 1 to 3. (Unessential to the subject matter questions like why a parameter is called “a” instead of “b” get a score of 0.)
7. Submit your scores to me - I will add up all the points to figure out the total score. Each person in the two-people team will be evaluated by 6 peers + me = 7 people, so that the highest score is 56 points + bonus points for well-answered questions. This will count as your “presentation” part of the final grade.
8. In addition to the above, please vote for the best presentation. The team which wins the best presentation vote will receive bonus points to be added to their final grade.

**Name**

**Partner's name**

<b>People evaluated</b>	<b>Presentation score (1-5)</b>	<b>Comments</b>	<b>Question score (1-3)</b>	<b>Comments</b>
Aidan Bagshaw				
Jason Culley				
Madalyn Gragg				
Jackson Gessner				
Ben Hansen				
Kim Tran				
Alan Schulz				
Vincent Vaugh-Udin				