

**NAME:**

**Name of reviewer:**

**Title of presentation:**

**Audience:**

**Target length:**

**Three main ideas you are trying to convey to the audience:**

- 1.
- 2.
- 3.

**Storyboard** – Please print out as many storyboard sheets as needed, and fill in as follows.

- **Content to be Conveyed** – for each slide / part of presentation, provide a brief description of the content you are trying to convey to the audience (that is, what main idea should an attentive audience be able to articulate). These entries, as read downward, should provide a logical and complete outline of your talk.
- **Description of Visual** – for each slide / part of presentation, describe what the audience will see (experience) as you give the corresponding part of your talk.
- **Time** – fill in the number of minutes you are allotting for each slide / part of presentation.
- **Effectiveness** – the reviewer should use this space to provide feedback regarding how effectiveness each slide / part of the presentation was in conveying the specified content, both in terms of comments and numerical value, as defined by the following scale: 1) Not effective; 2) Somewhat effect; 3) Effective.
- **Changes** – for each slide / part of presentation, note what changes (if any) you made as a result of the feedback you received from the reviewer.

Slide	Content to be Conveyed	Description of Visual	Time	Effectiveness	Changes
				1 2 3 Comments:	
				1 2 3 Comments:	
				1 2 3 Comments:	

**Reflection**

After viewing a recording of your practice talk, please reflect on the overall effectiveness of the presentation. Discuss what parts of the talk you felt were effective, and what parts needed improvement. Note any parts of your speech that you found distracting (example – too many um's) or felt needed to be improved upon.