Some Topics to Consider when Critiquing Talks

**Overall:** In general, was the talk wonderful? good? medium? . . .

**Content:**
- Message stated
- Message clear
- Clear explanations
- Selection of information
- Amount of material
- Slow beginning
- Good science
- Balanced presentation
- Sufficient background and definitions

**Sections of Talk:**
- Introduction
- significance/importance
- background information
- purpose/question
- Methods
- experimental design
- your methods
- Results & Discussion
- compare your results to paper

**Organization:**
- Logical flow
- Clear
- 3-part framework (“Tell them what you’re going to say; say it; tell them what you said”)
- Outline (given, followed)
- Parallel form used as needed

**Visuals:**
- Visible
- Simple
- Emphasis on important information, bullet points are short phrases or sentences, not paragraphs
- Each slide has a title that is a phrase or sentence giving the main message of the slide (not just one or two words like “Introduction”, “Results”, “Figure 1”)
- Selection
- Number (not too many or too few; ~15 for 15 minute talk)
- Variety
- Spelling and grammar

**Lecturing Style:**
- Audience contact and awareness
- Eye contact
- Attitude (friendly, calm, enthusiastic,…)
- Emphasis on important information
- Knowledgeable
- Answered questions well
- Use of pointer (not circling)
- Voice (loud, soft, monotonous)
- Accent, enunciation
- Pace
- Talking (not memorizing)
- Well prepared
- Well practiced