

First-Time Presenter Evaluation Sheet

Contributed paper Chairs should check whether any presenters in their session are eligible for the First Time Presenter's Award. If so, they should fill out a form for each such presenter, recording the name of the presenter, assessing the performance of the presenter across the various criteria on a scale of 1 to 5, and noting any other observations which they think may be relevant.

Session Number and Room:					
Session Chair:					
Presenter:					
Assessment Criteria: (Please tick appropriate box)	5 (excellent)	4	3	2	1 (poor)
Structure of Presentation:					
Clarity of Presentation:					
Interaction with Audience:					
Response to Questions:					
Timeliness:					
Any other comments to assist the Judges:					