**PowerPoint Presentation Rubric**

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|  | **4** | **3** | **2** | **1** |
| **Effectiveness** | Presentation includes all material needed to gain a comfortable understanding of the trebuchet design process. | Presentation includes most material needed to gain a comfortable understanding of the trebuchet design process but is lacking one or two key elements. | Presentation includes most material needed to gain a comfortable understanding of the trebuchet design process but is missing more than two key elements. | Presentation includes some material needed to gain a comfortable understanding of the trebuchet design process but is lacking several key elements and has inaccuracies. |
| **Sequencing of Information** | Information is organized in a clear, logical way. It is easy to anticipate the type of material that might be on the next slide. | Most information is organized in a clear, logical way. One slide or item of information seems out of place. | Some information is logically sequenced. An occasional slide or item of information seems out of place | There is no clear plan for the organization of information. |
| **Slide Transitions** | Transitions are smooth and interesting. Transitions enhance the presentation. | Smooth transitions are used on most slides. | Smooth transitions are used on some slides. | Very few transitions are used and/or they distract from the presentation. |
| **Mechanics** | Presentation has no misspellings or grammatical errors. | Presentation has 1- 2 misspellings, but no grammatical errors. | Presentation has 1- 2 grammatical errors but no misspellings. | Presentation has more than 2 grammatical and/or spelling errors. |
| **Use of Graphics** | All graphics are attractive (size and colors) and support the theme/content of the presentation. | A few graphics are not attractive, but all support the theme/content of the presentation. | All graphics are attractive, but a few do not seem to support the theme/content of the presentation. | Several graphics are unattractive AND detract from the content of the presentation. |

**Questions to be addressed**

* Did you add information to each slide to enhance your presentation instead of designing your slides to be read?
* Did you practice your presentation several times?
* Are you prepared to walk around and maintain eye contact?
* Did you experiment with different fonts? Remember that some fonts are difficult to read and/or some fonts can detract from the presentation.
* Is all your text large, bold, and easy to read?
* Does your presentation flow and is it easy to read from the back of the room?
* Have you taken a close look at every sentence or phrase to be sure that it can’t be condensed into a word or phrase that you can verbally add information to?
* Does your presentation stand out and seem professional?
* Do you have reference notes?
* Have you determined which team member will discuss specific slides?
* Have you identified which team member will answer questions on specific topics?
* Are you happy with your presentation?
* Have you discussed any remaining questions with the instructor?