I. Pre-Class Preparations

1. Did the presenting group provide the instructor and the critiquing group with the relevant handouts before class?
   
   Yes  No

2. Was the presenting group prepared to begin on time?
   
   Yes  No

Scale: 1 = Poor, 2 = Below average, 3 = Average, 4 = Above Average, 5 = Excellent

II. Handouts and Overheads

1. Were the overheads easy to read and understand?
   
   1  2  3  4  5

2. Were the handouts and overheads used effectively to make the relevant points?
   
   1  2  3  4  5

3. What was the overall quality of the handouts and overheads?
   
   1  2  3  4  5
### III. Presentation Skills

1. Was the presenting group well prepared for their presentation?
   1 2 3 4 5

2. Did the presentation proceed smoothly and coherently?
   1 2 3 4 5

3. Was the length of the presentation appropriate?
   1 2 3 4 5

4. Did the members of the presenting group effectively communicate the group’s analysis and recommendations?
   1 2 3 4 5

5. Did the members of the presenting group effectively handle questions from the audience?
   1 2 3 4 5

6. What was the overall quality of the presentation?
   1 2 3 4 5
IV. The Analysis

1. Did the presenting group provide a clear, concise and well-defined statement of the situation?
   1  2  3  4  5

2. Did the presenting group identify the relevant issues and/or opportunities?
   1  2  3  4  5

3. Did the analysis adequately address all the relevant issues and/or opportunities?
   1  2  3  4  5

4. Was the analysis internally consistent and correct?
   1  2  3  4  5

5. Did the presenting group make a specific recommendation and provide adequate support for their decision?
   1  2  3  4  5

6. What was the overall quality of the analysis?
   1  2  3  4  5