



# Graduate Student Colloquium Evaluation Form

Department of Planetary Sciences  
Lunar and Planetary Laboratory

Name of Speaker: \_\_\_\_\_

Date: \_\_\_\_\_

**Instructions:** Please review the below categories and select the descriptions that apply to the speaker's talk.

Additional comments are welcomed and encouraged!

Type of Talk:  Review of Journal Article     Report on speaker's research

Review by:  Faculty member  Researcher  Student  Other: \_\_\_\_\_

## **MARK ALL THAT APPLY!!!**

<p style="text-align: center;"><b>STUDENT'S SPEAKING STYLE</b></p> <p><input type="checkbox"/> Great, confident speaking style!</p> <p><input type="checkbox"/> Good; only small improvements needed</p> <p><input type="checkbox"/> Spoke too fast OR <input type="checkbox"/> Spoke too slow</p> <p><input type="checkbox"/> Nervous speech and/or sounded unprepared</p> <p><input type="checkbox"/> Hard to understand (mumbling, etc.)</p> <p><input type="checkbox"/> Speech too colloquial, lacked professionalism</p> <p><input type="checkbox"/> Lots of "Umms" (or other filler words)</p> <p><input type="checkbox"/> Lacked enthusiasm and/or excitement</p>	<p>Additional Comments:</p>
<p style="text-align: center;"><b>STRUCTURE AND ORGANIZATION</b></p> <p><input type="checkbox"/> Great! Logically Structured!</p> <p><input type="checkbox"/> Good; only small improvements needed</p> <p><input type="checkbox"/> Not logically organized; weak structure to topics</p> <p><input type="checkbox"/> Skipped around; had to flip back to previous slides</p> <p><input type="checkbox"/> Summary ill-used, did not sum up talk</p> <p><input type="checkbox"/> Connection between problem and results not clear.</p> <p><input type="checkbox"/> Very little introduction, no problem outlined</p>	<p>Additional Comments:</p>
<p style="text-align: center;"><b>CONTEXT OF THE TALK</b></p> <p><input type="checkbox"/> Great! Significance is clear!</p> <p><input type="checkbox"/> Good; only small improvements needed</p> <p><input type="checkbox"/> Implications of work unclear</p> <p><input type="checkbox"/> More background information needed</p> <p><input type="checkbox"/> Lacked appropriate "big-picture" view</p> <p><input type="checkbox"/> Missing reference to recent/important literature</p>	<p>Additional Comments:</p>
<p style="text-align: center;"><b>CONTENT AND COMMUNICATION</b></p> <p><input type="checkbox"/> Great! Key message delivered!</p> <p><input type="checkbox"/> Good; only small improvements needed</p> <p><input type="checkbox"/> Content too basic (or technical) for this audience</p> <p><input type="checkbox"/> Too many facts/equations; detracted from key points</p> <p><input type="checkbox"/> Key points unclear (more articulation needed)</p> <p><input type="checkbox"/> Level of jargon and/or use of hyperbole confusing</p>	<p>Additional Comments:</p>
<p style="text-align: center;"><b>USE OF VISUAL AIDS</b></p> <p><input type="checkbox"/> Great! Visual aids used well!</p> <p><input type="checkbox"/> Good; only small improvements needed</p> <p><input type="checkbox"/> Distracting colors and/or fonts</p> <p><input type="checkbox"/> Text/figures too small or big.</p> <p><input type="checkbox"/> Not enough/too much information on slides</p> <p><input type="checkbox"/> Image quality of images/figures poor</p> <p><input type="checkbox"/> Figures (and/or axes) not well explained</p>	<p>Additional Comments:</p>

(please see back)

<p style="text-align: center;"><b>CRITICAL ANALYSIS</b> <i>(if the talk reviews a journal article)</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Great! A true evaluation!</li> <li><input type="checkbox"/> Good; only small improvements needed</li> <li><input type="checkbox"/> Only described or explained the article (no analysis)</li> <li><input type="checkbox"/> Importance to current/future studies not clear.</li> <li><input type="checkbox"/> Article had a major weakness that was not addressed</li> <li><input type="checkbox"/> Journal article's assumptions poorly articulated</li> </ul>	<p>Additional Comments:</p>
<p style="text-align: center;"><b>HANDLING OF QUESTIONS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Great! Helpful, clear responses!</li> <li><input type="checkbox"/> Good; only small improvements needed</li> <li><input type="checkbox"/> Questions were not resolved well</li> <li><input type="checkbox"/> Speaker did not allow person to finish question</li> <li><input type="checkbox"/> Seemed nervous about answering questions</li> <li><input type="checkbox"/> Impolite or not gracious to questioner</li> </ul>	<p>Additional Comments:</p>
<p style="text-align: center;"><b>DECORUM AND SPEAKER MECHANICS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Great! Professionally executed!</li> <li><input type="checkbox"/> Good; only small improvements needed</li> <li><input type="checkbox"/> Little to zero eye contact with audience</li> <li><input type="checkbox"/> Not dressed appropriately</li> <li><input type="checkbox"/> Too much moving around, distracting</li> <li><input type="checkbox"/> Talk too short/long.</li> <li><input type="checkbox"/> Read directly off slides, did not engage audience</li> </ul>	<p>Additional Comments:</p>

---

**OTHER COMMENTS ARE ENCOURAGED HERE:**