Conference Talk Rubric

Introduction

	Excellent	Needs improvement	Poor	Absent
Broad introduction	All information presented is required for listener's understanding of the research			
Main research question	Clearly explained			
Background	Clearly explains what others have done to set the stage for their research			
Significance	Makes clear what motivates them to explore this question and potential impact			

Data

Logical flow	Logically follows the data and each interpretation is clearly justified			
Methods	Clearly explains methods and how experiments allow an answer to question(s)			
Results	Presents only necessary data			
Clarity	Clearly explains all results figures			

Conclusion/future

Inferences	Explains what the work infers/means, competing explanations well addressed			
Impact of work for the field	Clearly explained			
Future research directions	Suggests what should be done next, points out new questions raised by work			

Q&A

Active listening	Pays attention to and lets questioners finish their questions			
Repeating and Clarifying	Repeats the question or rephrases and clarifies it as necessary			
Flaws	Gracefully acknowledges flaws or defects pointed out by questioner			
Brevity	Answers are short but clear and complete			

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Interaction with audience

Eye contact	Faces audience nearly all of the time, frequent eye contact			
Body language	Open body language, appropriately animated (i.e. gestures)			
Clarity of delivery	Speaks clearly and loudly enough, does not read from slides/notes, no noticeable disfluencies (ahm/uhm)			
Pace	Pace is easy to understand (not too fast)			
Jargon	All unfamiliar terms are defined and re-defined throughout presentation			

Organization

Slide purpose	Purpose of each slide is clear to the listener (Important: Title of slide contains premise)			
Continuity	Effective transitions between slides create a continuous sequence of connected ideas			
Figures	Every figure and image is clearly labeled and all figures are fully explained by the presenter			
Visuals	Majority of presentation is figures/visual aids instead of text			

Summary Evaluation

	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't know/ Can't assess
I can repeat the main question the presenter is addressing with their research talk to someone else.					

What is the main question? _____

_____

	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't know/ Can't assess
I am convinced that the work is significant in the field.					
I am convinced that the presenter used the appropriately methodology to answer their question(s).					
I agree with the presenter's conclusions.					
I was excited by the potential impact of this work.					
The speaker convinced me that they can think critically about their work.					

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Oct. 27, 2017

Use this space below to provide additional comments or suggestions.

Introduction

Data

Conclusions/Future

Q&A

Interaction with audience

Organization

References:
How To Give a Good Talk.
Uri Alon, *Molecular Cell*, Volume 36 , Issue 2 , 165 – 167

Guest post: How to give a science talk
Blog post reproducing Andrew Murray's article, August 19, 2011
It Takes 30: A blog from the Department of Systems Biology @ Harvard Medical School
https://ittakes30.wordpress.com

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