



### Presentation Planner Series - Self Evaluation

Following the presentation how would you assess yourself?

	Yes	No
I felt that I was well prepared.	<input type="checkbox"/>	<input type="checkbox"/>
I felt that I understood the needs of my audience.	<input type="checkbox"/>	<input type="checkbox"/>
I felt that the visuals and handouts helped to get my point across.	<input type="checkbox"/>	<input type="checkbox"/>
I anticipated participant objections and questions.	<input type="checkbox"/>	<input type="checkbox"/>
I felt that I handled all of the participants questions well.	<input type="checkbox"/>	<input type="checkbox"/>
I started my presentation on time.	<input type="checkbox"/>	<input type="checkbox"/>
I delivered my presentation to time.	<input type="checkbox"/>	<input type="checkbox"/>
I felt that I used appropriate gestures.	<input type="checkbox"/>	<input type="checkbox"/>
I was pleased with my voice volume and speed.	<input type="checkbox"/>	<input type="checkbox"/>
I felt that I used appropriate posture and body language.	<input type="checkbox"/>	<input type="checkbox"/>
I maintained eye contact with the audience throughout my presentation.	<input type="checkbox"/>	<input type="checkbox"/>
I felt that my presentation material flowed.	<input type="checkbox"/>	<input type="checkbox"/>
I felt that my presentation material was easy to understand.	<input type="checkbox"/>	<input type="checkbox"/>
I was pleased with the language and words that I used.	<input type="checkbox"/>	<input type="checkbox"/>
I was aware of the audiences reactions and feedback during my presentation.	<input type="checkbox"/>	<input type="checkbox"/>
I was pleased with the venue and its facilities.	<input type="checkbox"/>	<input type="checkbox"/>
I felt that my presentation achieved its purpose and objectives.	<input type="checkbox"/>	<input type="checkbox"/>