



Bharatiya Vidya Bhavans'
Sardar Patel Institute of Technology
 Munshinagar, Andheri(W), Mumbai-400058
 (Autonomous College Affiliated to University of Mumbai)

Research And Development Committee

Inter departmental Technical Paper Presentation competition 2017-18

Assessment Tool for Technical Paper Presentation

	Performance Indicator	Exceed Expectation (EE) (5)	Meet Expectation (ME) (3)	Below Expectation (BE) (1)
PI1	<i>Organization & Structure</i>	All information is presented in a logical, interesting and novel sequence, which is easily followed.	Most information is presented in logical order which is easy to follow.	Difficult to follow presentation due to erratic topical shifts and jumps.
PI2	<i>Content & Knowledge</i>	Demonstration of full knowledge of the subject with explanations and elaboration.	At ease with content and able to elaborate and explain to some degree.	Uncomfortable with information. Capable only of answering rudimentary questions.
PI3	<i>Illustrations</i>	Illustrations are all in proper format and visible	Illustrations are present but with incomplete information	No illustrations are used at all
PI4	<i>Visual Aids & Neatness</i>	Text and presentation are reinforced by the use of visual aids. No spellings and/or grammatical errors.	Visual aids are related to text and presentation. Minor spellings and/or grammatical errors	Occasional use of visual aids, however they barely support text or presentation. Several spellings and/or grammatical errors
PI5	<i>Delivery & Speaking Skills</i>	Clear voice and correct, precise pronunciation of terms. Good eye contact, steady rate, enthusiasm and confidence	Voice is clear and at a proper level. Most words pronounced correctly. Occasional eye contact, steady rate and excessively rehearsed	Occasional mispronunciation of terms. Little eye contact, uneven rate and only little expression
PI6	<i>Body language</i>	Body language, gestures, and facial expressions add greatly to the message. Excellent stage presence. Does not block screen. Dressed in appropriate professional attire	Body language, gestures, and facial expressions compliment message. Slight appearance of stage fright. Some nervous habits. Occasionally blocks screen. Appearance is too casual for the circumstances.	Body language, facial expressions and gestures lack variety and spontaneity. Extremely nervous delivery. Distracting nervous habits. Mostly blocks screen. Dress not at all appropriate for circumstances.
PI7	<i>Presentation Length</i>	Within allotted time	Exceeds/within 10% of allotted time	Exceeds/within 20% of allotted time
PI8	<i>Conclusion</i>	Reviews main points clearly	Concept is clear but reviews main points confusingly	Concept is not clear and cannot review main points
PI9	<i>References</i>	Refers and cites significant references related to topic	Refers and cites few references	Does not refer or cite references
PI10	<i>Listening and response to questions</i>	Listens carefully and responds to questions appropriately, is able to explain and interpret results for various audiences and purposes	Sometimes misunderstands questions, does not respond appropriately to the audience, or has some trouble answering questions	Does not listen carefully to questions, does not provide an appropriate answer, or is unable to answer questions about presentation material



Bharatiya Vidya Bhavans'
Sardar Patel Institute of Technology
 Munshinagar, Andheri(W), Mumbai-400058
 (Autonomous College Affiliated to University of Mumbai)

Research And Development Committee
Inter departmental Technical Paper Presentation competition 2017-18
Assessment Tool for Technical Paper

	Performance Indicator	Exceed Expectation (EE) (5)	Meet Expectation (ME) (3)	Below Expectation (BE) (1)
PI1	<i>Idea</i>	Problem statement demonstrates ability to think critically at a high level (analyze, assess, or synthesize).	Problem statement demonstrates ability to think critically at a comparatively high level.	Problem statement demonstrates ability to think critically at an average level.
PI2	<i>Clarity of writing</i>	All paragraphs are very well developed with evidence, discussion, and credible sources as appropriate.	All paragraphs are well developed with appropriate evidence and discussion.	All paragraphs are satisfactorily developed, but content lacks depth.
PI3	<i>Demonstration of Knowledge</i>	Demonstration of full knowledge of the subject with explanations and elaboration.	At ease with content and able to elaborate and explain to some degree.	Uncomfortable with content. Only basic concepts are demonstrated and interpreted.
PI4	<i>Flow and Division of information</i>	Information is presented in a logical, interesting way, which is easy to follow. All information is located in the appropriate section.	Information is presented in a logical manner, which is easily followed. Some information is in the wrong section.	Work is hard to follow as there is very little continuity. Many items are in the wrong section.
PI5	<i>Format</i>	Report format is consistent throughout including heading styles, fonts, margins, white space, etc.	Report format is generally consistent.	Many departures from required report format.
PI6	<i>Citations of figures, graphs and tables</i>	Departmental format is observed in all figures and graphs. Captions effectively communicate content. All figures are effectively interpreted and discussed in the report. Citations consistent with format.	Minor departures from required format or inconsistencies between figures and graphs. Captions effectively communicate content. Most figures are properly interpreted and important features noted. Minor inconsistencies referring to figures.	Many departures from required format or inconsistencies between figures and graphs. Captions are ineffective in communicating content. Many figures are not interpreted. Important features are not communicated or understood. Many inconsistencies referring to figures.
PI7	<i>Format & Citation of equation</i>	Departmental format is observed in all equations. Citations consistent with format.	Minor departures from required format or inconsistencies between equations. Minor problems with citation of equations. Some symbols not properly defined.	Many departures from required format. Many problems with citation of equations. Many symbols not properly defined.
PI8	<i>Spelling & Grammar</i>	No errors.	Minor errors.	Several errors.
PI9	<i>Results</i>	Results are properly displayed using proper terminology	Results are displayed using mismatched methodology	Results are not displayed
PI10	<i>References</i>	Reference section complete, comprehensive and follows required format.	Minor inadequacies in references or inconsistencies in format.	Inadequate list of references or failure to follow required format.