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# **PRESENTATION ASSESSMENT FORM**

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| **Candidate Name:**  **Date:**  **Job Ref No:**  **Assessor Name:** |

Please circle the appropriate rank scale:

**1= Poor 2= Average 3= Good 4= Excellent**

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| **1. Content (introduction / conclusion) 1 2 3 4**  **2. Presentation Style 1 2 3 4**  **3. Communication (clarity / terminology used) 1 2 3 4**  **4. Time Management 1 2 3 4**  **5. Handling Questions / Answers 1 2 3 4** |
| **Comments** |

**Total Score (out of 20)**  …………