

CRITERIA LIST **POSTERS**

* For Posters, content, appearance and presentation style (during lightning talks) are weighted 2:2:1.

* Evaluate each item on a **scale of 1 to 20**. Score a **10** if the talk *meets* expectations, and higher if it *exceeds* them. Score a **20** for an exceptional talk only.

Content	Appearance	Presentation Style in Lightning Talk
Well structured Focused / Concise Understandable / Appropriate detail for audience Clear conclusion / Take home message / Outlook	Readable Concise / Not cluttered Appropriate color use Images (readable, complete, relevant, reference) Tables (readable, complete, relevant, reference)	Voice level Pacing Emphasis Eye contact to audience Use of technology Body positioning On time (1 minute)

CRITERIA LIST TALKS

* For Talks, content, appearance and presentation style are equally weighted

* Evaluate each item on a **scale of 1 to 20**. Score a **10** if the talk *meets* expectations, and higher if it *exceeds* them. Score a **20** for an exceptional talk only.

Content	Appearance	Presentation Style
Well structured Good transitions Focused / Concise Appropriate detail for audience Clear conclusion / Take home message / Outlook	Readable Concise Understandable Appropriate color use Images (readable, complete, relevant, reference) Tables (readable, complete, relevant, reference)	Voice level Pacing Emphasis Eye contact to audience Use of technology Body positioning On time (12 minutes)