

Presentation feedback survey

Thank you for listening. Please leave your name off: a few ticks and one honest line help the speaker most.

Presentation or speaker

Date

For each statement, tick one box from 1 (strongly disagree) to 5 (strongly agree).

STATEMENT	STRONGLY DISAGREE				STRONGLY AGREE
1 I knew early on what this talk would cover.	☐	☐	☐	☐	☐
2 The main points were easy to follow.	☐	☐	☐	☐	☐
3 The speaker used words I understood.	☐	☐	☐	☐	☐
4 The slides helped me follow the talk.	☐	☐	☐	☐	☐
5 The talk held my attention from start to finish.	☐	☐	☐	☐	☐
6 The examples made the ideas feel real to me.	☐	☐	☐	☐	☐
7 I will use at least one idea from this talk.	☐	☐	☐	☐	☐
8 For you, the level of detail was:					
☐ Too basic ☐ A bit basic ☐ About right ☐ A bit advanced ☐ Too advanced					
9 Overall, how would you rate this presentation?					
☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Very poor					
10 What was the most useful part of the talk for you?					
11 If the speaker gave this talk again, what should they change first?					
12 Before today, how well did you know this topic?					
☐ Not at all ☐ A little ☐ Quite well ☐ Very well					

Thank you. Your answers are anonymous.

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Optional questions (1 of 3)

Add any of these to the core questions. Keep the numbering running on from page one.

Voice and delivery

13 The speaker's pace was:

☐ Too slow ☐ A little slow ☐ About right ☐ A little fast ☐ Too fast

STATEMENT	STRONGLY DISAGREE				STRONGLY AGREE
14 I could hear the speaker clearly the whole time.	1	2	3	4	5
15 The speaker looked at us more than at the slides.	1	2	3	4	5
16 The speaker sounded sure of the subject.	1	2	3	4	5
17 Did anything pull your attention away from what was said? Pick any that apply. (tick all that apply)					
☐ Reading slides aloud ☐ Filler words ☐ Pacing or fidgeting ☐ Speaking too quietly					
☐ Running over time ☐ Nothing did					

Slides and handouts

STATEMENT	STRONGLY DISAGREE				STRONGLY AGREE
18 I could read every slide from my seat.	1	2	3	4	5
19 Each slide was easy to take in at a glance.	1	2	3	4	5
20 Charts and pictures made the ideas clearer.	1	2	3	4	5
21 Would you like a copy of the slides or a handout?					
☐ Yes, before the talk ☐ Yes, after the talk ☐ No, thanks					

Questions and interaction

STATEMENT	STRONGLY DISAGREE				STRONGLY AGREE
22 There was enough time for questions from the audience.	1	2	3	4	5
23 The speaker answered questions directly.	1	2	3	4	5
24 I felt comfortable asking a question or joining in.	1	2	3	4	5
25 What would you like more of next time? (tick all that apply)					
☐ Live polls ☐ Time for questions ☐ Stories and examples ☐ Short activities					
☐ Nothing, the mix was right					

Optional questions (2 of 3)

Add any of these to the core questions. Keep the numbering running on from page one.

Conference and event sessions

26 How closely did the session match its description in the program?

☐ Exactly ☐ Mostly ☐ Partly ☐ Not at all

27 How did you attend this session?

☐ In the room ☐ Online, live ☐ Watched the recording

STATEMENT	STRONGLY DISAGREE				STRONGLY AGREE
28 I would choose another session by this speaker.	1	2	3	4	5

29 How likely are you to recommend this session to a colleague?

Not at all likely Extremely likely

30 What topic would you like a future session to cover?

Class presentations (classmates answer)

STATEMENT	STRONGLY DISAGREE				STRONGLY AGREE
31 The opening made me want to listen.	1	2	3	4	5
32 I could sum up the main idea in one sentence.	1	2	3	4	5
33 The evidence and examples backed up the main idea.	1	2	3	4	5
34 Every group member had a clear part to play.	1	2	3	4	5
35 The ending pulled the main points together.	1	2	3	4	5

36 Name one thing the presenter did well and when they did it.

Optional questions (3 of 3)

Add any of these to the core questions. Keep the numbering running on from page one.

Class presentations (classmates answer) (continued)

37 Suggest one thing to try next time, and how to do it.

Thank you. Your answers are anonymous.

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