

Program Review

Student Names: _____

Project Title: _____

Question	Result		Comments
Content:			
1) Problem/Solution recap is concise	Yes	No	
2) Scheduled activity is reviewed	Yes	No	
3) Actual activity is reviewed	Yes	No	
4) Schedule slips are explained	Yes	No	
5) Recovery plans are presented	Yes	No	
6) Planned expenditures are reviewed	Yes	No	
7) Current expenditures are detailed	Yes	No	
8) Outstanding issues are presented	Yes	No	
9) Resolved issues are presented	Yes	No	

Presentation:			
10) Speaker is audible throughout presentation	Yes	No	
11) Speaker's body language enhances presentation	Yes	No	
12) Speaker demonstrates positive feelings about the topic	Yes	No	
13) Speaker demonstrates command of the subject matter	Yes	No	
14) Speaker is poised when questioned about subject matter	Yes	No	
15) Presentation is organized well	Yes	No	
16) Visual aids are appropriate to the subject matter	Yes	No	
17) All aspects of visual aids are visible to the audience	Yes	No	
18) Grammar and spelling is acceptable	Yes	No	

Additional Comments: