

RUBRICS FOR SEMINAR EVALUATION

Assessment Parameter (AP)	Criteria	Review Assessment Weightage
AP1	Preparation of PPTs <ul style="list-style-type: none">● Organization of contents● Visual Aids	20M (20%)
AP2	Presentation Skills <ul style="list-style-type: none">● Subject Knowledge● Communication skills● Eloquence/Eye contact/Body Language	30M (30%)
AP3	Viva Voce	10M (10%)
AP4	Report <ul style="list-style-type: none">● Organization of contents● Visual Aids and Conclusion	40M (40%)
Total Weightage		100 Marks

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Assessment Parameter			Excellent (9-10)	Very Good (7-8)	Good (5-6)	Satisfactory (3-4)
AP1 Preparation of PPTs (20M)	a	Organization of slides (10M)	<ul style="list-style-type: none"> ● All the Information in the slides is arranged in a logical sequence. ● Background, introduction and contents are relevant to the topic. ● Conclusions are valid and relevant to the context of the topic. 	<ul style="list-style-type: none"> ● Most of the information presented is arranged in a logical sequence. ● Background, introduction and contents are adequate.. ● Conclusions are relevant to the context of the topic. 	<ul style="list-style-type: none"> ● Some of the slides are not logically sequenced and lacks clear transitions. ● Incomplete or overly detailed background and introduction. ● Emphasis needs to be given to relevant information and conclusion. 	<ul style="list-style-type: none"> ● Most of the slides are not logically sequenced . ● Ineffective introduction and background with partially relevant information . ● Conclusion and contents are mostly irrelevant to the topic.
	b	Visuals Aids (10M)	<ul style="list-style-type: none"> ● Visually pleasing and easy to understand with good use of whitespace, color and backgrounds. ● No grammatical or spelling errors. ● Images, graphics are relevant and supportive to the content 	<ul style="list-style-type: none"> ● Easy to understand with good use of whitespace, color and backgrounds. ● Minor grammatical or spelling errors. ● Images, graphics are relevant and adequate to the content 	<ul style="list-style-type: none"> ● Adequate slide layouts, but with some fonts, colors, backgrounds difficult to read. ● Frequent grammatical or spelling error through-out the content. ● Images, graphics are partially relevant and adequate to the content 	<ul style="list-style-type: none"> ● Slide layouts are difficult to read with non-uniform fonts and formats. ● Frequent grammatical or spelling error through- out the content. ● Images, graphics are less relevant to the content
AP2 Presentation Skills (30M)	a	Subject Knowledge (10M)	<ul style="list-style-type: none"> ● Demonstrates deep knowledge of the subject with clear explanations . ● Able to elaborate all the contents clearly with valid conclusions 	<ul style="list-style-type: none"> ● Demonstrates adequate knowledge of most topics with clear explanation ● Able to elaborate most of the contents clearly with proper conclusions 	<ul style="list-style-type: none"> ● Demonstrates only basic concepts with Superficial knowledge of topic ● Able to elaborate some of the contents clearly with proper conclusions 	<ul style="list-style-type: none"> ● Does not have clear understanding of the topic and lacks grasp of information ● Unable to elaborate on most of the topics and does not provide proper conclusions

	b	Communication Skills (10M)	<ul style="list-style-type: none"> Clearly audible by the entire audience. Very good command of professional vocabulary and pronunciation. Can consistently maintain a high degree of grammatical accuracy and errors are rare 	<ul style="list-style-type: none"> Audible by most of the audience. Good command of professional vocabulary and pronunciation. Can consistently maintain a good degree of grammatical accuracy and with occasional errors. 	<ul style="list-style-type: none"> Audience has difficulty to hear and follow the presentation Adequate command on vocabulary and pronunciation Can maintain a reasonable degree of grammatical accuracy with occasional errors 	<ul style="list-style-type: none"> Audience has difficulty to hear and follow the presentation Minimal command on vocabulary with inaccurate pronunciation Communication characterized by minimal degree of grammatical accuracy with frequent errors
	c	Eloquence /Eye contact / Body Language (10M)	<ul style="list-style-type: none"> Clear expressive voice with effortless and spontaneous fluency Maintains good eye contact with the audience with minimal reading from the slides. Good posture and no distracting mannerisms. 	<ul style="list-style-type: none"> Fluent and spontaneous, but less expressive Maintains good eye contact most of the time and reads some of the content from the slides Good posture with some distracting mannerisms 	<ul style="list-style-type: none"> Acceptable fluency with no expressions . Occasional eye contact with the audience and reads much of the slides. Frequent hesitations and pauses with some distracting mannerisms 	<ul style="list-style-type: none"> No fluency with monotone tempo, and is hesitant and nervous. No eye contact with the audience and reads slides word to word Speaker is uncomfortable with long pauses and lacks coherence.
AP3 Viva Voce (10M)		Viva Voce (10M)	Able to understand and answer all the questions confidently with relevant explanation.	Able to understand and answer some of the questions with relevant explanation.	Able to answer and explain few questions with less relevance.	Unable to answer most of the questions
AP4 Report (40M)	a	Organization of Contents (30M)	Excellent (19-20)	Very Good (16-18)	Good (13-15)	Satisfactory (10-12)
			<ul style="list-style-type: none"> Contents of the report are well planned and organized. Report is according to the specified format with complete relevant explanation 	<ul style="list-style-type: none"> Contents of the report are well planned and organized. Report is according to the specified format with few spelling mistakes and adequate explanation. 	<ul style="list-style-type: none"> Contents of the report are well planned but improperly organized. Report is according to the specified format with few spelling mistakes 	<ul style="list-style-type: none"> Contents of the report are not well organized. Report is not according to the specified format with frequent spelling mistakes and less

			<ul style="list-style-type: none"> • Write-up is consistent, citations and references are appropriate and well mentioned. 	<ul style="list-style-type: none"> • Write-up is consistent, citations and references are appropriate and well mentioned. 	<p>and less relevant explanation.</p> <ul style="list-style-type: none"> • Write-up is consistent but citations and references are inappropriate. 	<p>relevant explanation.</p> <ul style="list-style-type: none"> • Write-up is not consistent with insufficient citations and references.
b	Visual Aids and Conclusion (10M)	Excellent (9-10)		Very Good (7-8)	Good (5-6)	Satisfactory (3-4)
		<ul style="list-style-type: none"> • Text and images are visually pleasing and relevant to the content. • Summarized with valid conclusion and applications 	<ul style="list-style-type: none"> • Text and images are visually pleasing and less relevant to the content. • Summarized with less valid conclusion and with applications 	<ul style="list-style-type: none"> • Some of the text and images are not clearly visible and relevant to the content. • Summarized with inappropriate conclusion and applications 	<ul style="list-style-type: none"> • Most of the images are not clearly visible and are irrelevant to the content. • Summarized with inappropriate conclusion and does not specify applications 	

