

## *Top 10 Tips of PPD Evaluation*

1. Presentations: Five types = Demonstration, Illustrated Talk, Speech, Recitation, and Dramatic Interpretation. Cloverbuds are their own type.
2. Team Presenters: Only two options allowed= Demonstration and Dramatic Interpretation.
3. Time: 5 minute minimum, 15 minute max (A Cloverbud has no set time to meet) – Record time on score sheet. Presentation experience should= longer presentation.
4. Forms: Make sure they are completed top to bottom. Comments need to reinforce “good job” and constructive feedback.
5. Scoring: Must be within 1 point of co-evaluator. If a 3 or less is given you must explain why. If presenter is in special attire automatically give a 5 for appearance.
6. Parts: Presentation should have Introduction, Body, and Conclusion.
7. Set-up: No adult help (unless requested). Presenter should be able to set-up all technical equipment on their own. Cloverbuds can have assistance if necessary.
8. Food Presentation: Look for proper set up= clean side vs dirty, works from side to side to not contaminate clean, no commercial labels, proper food safety, trash bag, clean hands or gloves. See Document for all rules.
9. References: Presenter must cite at least 1 reliable source.
10. Questions: Need to make sure at least 2 questions are asked. Presenter must answer by first restating the question.

Why we need you to be an Evaluator:

- Help members gain a greater appreciation of quality and public speaking experience.
- Educate members through evaluation process; help them improve skills and techniques.
- Make members think critically and objectively about their work and themselves.
- Encourage members to discover and develop their talents and potential.