

## Monthly EM Conference Evaluation



**[Subject Name]**  
[Subject Status]  
**[Subject Rotation]**  
[Evaluation Dates]

\_\_\_\_\_  
Evaluator

**[Evaluator Name]**  
[Evaluator Status]

In the last month, which lecture was the most effective and why?

Remaining Characters: 5,000

In the last month, which lecture was the least effective and why?

Remaining Characters: 5,000

What is one aspect of conference that you would like to change?

Remaining Characters: 5,000

What is one aspect of conference that is working well?

Remaining Characters: 5,000

Any other comments or suggestions?

Remaining Characters: 5,000

[Return to Questionnaire List](#)

**PRESENTATION EVALUATION FORM**

**Name of Presenter:**

**TOPIC:**

**Below Average 1      Average 2      Good 3      Excellent 4**

Rate the presenter by circling the number below. If necessary, leave comments on the space provided.

**A. SLIDES** (well designed, attractive, easy to read; appropriate use of graphics)        1     2     3     4

**B. CONTENT** (clarity, relevance of topic, command of material)        1     2     3     4

**C. ORGANIZATION** (coherent, easy to follow, concise, clear)        1     2     3     4

**D. PHYSICAL COMPOSURE** (maintains eye contact, appears comfortable, gestures appropriately)        1     2     3     4

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Describe one thing that the presenter did well.

2. What did you most like about the presentation?

3. Do you feel the presenter gained and maintained the audience interest and attention? How could he/she improve upon this?

4. Describe one area that the presenter can improve upon for his/her next presentation?

## **ADDITIONAL RESOURCES**

### **Education-related Games**

Jeopardy (<https://www.thebalance.com/free-jeopardy-powerpoint-templates-1358186>)

Family Feud (<https://www.youthdownloads.com/games/family-fued-powerpoint>)

Who wants to be a millionaire?

([http://sctritionscience.com/Wilson/powerpoint\\_review\\_game\\_templates.htm](http://sctritionscience.com/Wilson/powerpoint_review_game_templates.htm))

Are you smarter than an intern? (Take-off from Are you smarter than a 5<sup>th</sup> grader.)

(<https://www.teacherspayteachers.com/Product/Are-You-Smarter-Than-Your-Teacher-PowerPoint-Template-646467>)

Can you beat the attending? (Take-off from Can you beat the beast.)

### **On-line Audience Response Systems**

[www.polleverywhere.com](http://www.polleverywhere.com)

[www.infuselearning.com](http://www.infuselearning.com)

### **Talking points for faculty buy-in**

Lead by example – if it's important to you, it may become important to others.

Message from Chair

“Part of the Team”

Bonus

Promotion

“It will make your job easier! You always complain about how residents manage chest pain. Here is your opportunity to teach them.”



*EMERGENCY MEDICINE  
CONFERENCE SCHEDULE  
NOVEMBER 2017*

<u><i>Date</i></u>	<u><i>Time</i></u>	<u><i>Topic</i></u>	<u><i>Presenter</i></u>
<i>Nov 1</i>	<i>8:00am</i>	<i>EKG Workshop</i>	<i>Dr. Caputo and Dr. Litvak</i>
	<i>9:30am</i>	<i>ECMO</i>	<i>Dr. Caputo</i>
	<i>10:00am</i>	<i>Toxic Alcohols</i>	<i>Dr. Kessler</i>
	<i>11:00am</i>	<i>TBA</i>	<i>Dr. Majlesi</i>
<i>Nov 8</i>	<i>7:30am</i>	<i>CPC</i>	
<i>Nov 15</i>	<i>7:00am</i>	<i>Reading Review</i>	<i>Dr. Calabro and Dr. Greenstein</i>
	<i>8:00am</i>	<i>Spinal Fractures</i>	<i>Dr. Gilad</i>
	<i>9:00am</i>	<i>SIM EBM</i>	<i>Dr. Greenstein, Dr. Kong Dr. Zapolsky &amp; Dr. Caputo</i>
	<i>11:00am</i>	<i>Global Health</i>	<i>Dr. Chisolm-Straker</i>
<i>Nov 22</i>	<i>7:00am</i>	<i>Oral Boards</i>	<i>Dr. Hahn</i>
	<i>8:00am</i>	<i>Sickle Cell in ED</i>	<i>Dr. Vaiselbuh</i>
	<i>9:00am</i>	<i>Cards</i>	<i>Dr. Weizberg</i>
	<i>11:00am</i>	<i>ECMO</i>	<i>Dr. Gulkarov</i>
<i>Nov 29</i>	<i>7:00am</i>	<i>Oral Boards</i>	<i>Dr. Hahn and Dr. Husain</i>
	<i>8:00am</i>	<i>ACEP Greatest Hits</i>	
	<i>9:00am</i>	<i>Ultrasound</i>	
	<i>10:00am</i>	<i>Morbidity and Mortality</i>	
	<i>11:00am</i>	<i>Hands on session</i>	

iTeach Lecture Teaching Observation Feedback Form		
Instructor:	Observer:	
Course:	Date:	Time:
Any requested/specific areas of focus:		

Introduction		Notes
1	Introduced topic, stated goals, offered preview and established context	
2	Gained attention and motivated learning	
3	Established ground rules for participation	
Body of Lecture		Notes
1	Organized around 3-5 main points or themes and presented them in clear fashion	
2	Linked content to prior learning and provided relevance	
3	Provided examples for key points	
4	Used visuals, handouts and/or demonstrations effectively	
5	Varied presentation and provided opportunities for students to integrate material	
6	Provided periodic summaries and linkages	
Conclusion		Notes
1	Summarized key points w/o introducing new information	
2	Provided closure or stimulated further thought	

Use back for additional notes and to develop improvement plan.

<b>Delivery</b>		<b>Notes</b>
1	Exhibited enthusiasm and stimulated interest	
2	Used appropriate voice, gestures, movement and eye contact	
3	Repeated student questions so all could hear	
4	Used questions to stimulate thought and discussion	
5	Started and finished on time	
6	Used lighting, microphone and other equipment effectively	

<b>Notes:</b>	
<b>Strengths:</b>	<b>Recommendations:</b>

Use back for additional notes and to develop improvement plan.

Improvement / Follow-Up Plan:

Use back for additional notes and to develop improvement plan.

Faculty/Resident Name (PLEASE TYPE YOUR OWN NAME):

---

Please rate this lecturer in terms of presentations skills, clarity of presentation and quality of audio-visual component:

---

- 1- Unclear, confusing, poor quality presentation
- 2
- 3- Clear and informative
- 4
- 5- Excellent presentation, high quality AV elements, extremely clear and informative

Please give AT LEAST ONE suggestion to improve the quality of this lecture:

---

Please rate the educational effectiveness of this didactic experience as it relates to your education in Emergency Medicine. Consider how it's related to patient management, overall practice, risk management, wellness, etc:

---

- 1- Not at all relevant to my educational goals
- 2
- 3- Somewhat relevant to my educational goals
- 4
- 5- Extremely relevant. I learned something new that will increase my knowledge or competence

Did the presenter identify sex and gender differences in their topic area when appropriate?

---

- Yes
- No
- Not Applicable



Did this lecture include anything about healthcare costs?

---

- Yes
- No
- Not Applicable

Please comment on what aspects of your education in Emergency Medicine were addressed in this lecture:

---

Please provide any other comments or suggestions regarding this lecture:

---

