**Form for Professional Presentation (PP) draft notes**

**Trainee Name: Date PP completed:**

**Brief description of presentation** (if you want to add anything here as a reminder)

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**Feedback:**

**What aspects were done well?** (i.e. they'll provide evidence towards entrustment of the EPA)

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**What aspects need to be improved?** (in InTrain this heading is 'Suggestions for Improvement')

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**Agreed Action Plan – to address any weaker areas:** (ideas are OK here, but finalise it collaboratively with trainee)

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**Assessment Criteria: (this is the Likert scale grading – put X in relevant box)**

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|  | N/A | Below standard forend of Stage | Meets standard for end of Stage | Above standard for end of Stage |
| Introducing the topic |  |  |  |  |
| Setting material in context |  |  |  |  |
| Analysis and critique |  |  |  |  |
| Presentation and delivery |  |  |  |  |
| Answering questions |  |  |  |  |
| Quality of educational content |  |  |  |  |