

CONTENT:

Subject/Knowledge (was the subject appropriate for the assignment and did the speaker appear knowledgeable?)

Poor	Fair	Average	Good	Excellent
2	4	6	8	10

Structure (was it easy to follow where the speaker was going, organizationally, during the speech?)

2	4	6	8	10
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Attention Getter (did the speaker grab your attention and make you want to listen?)

1	2	3	4	5
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Sources (did the speaker cite where they found their information?)

1	2	3	4	5
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Time Limit (how well did the speaker utilize the time that was allotted?)

1	2	2	4	5
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Delivery Skills:

Variety (did the speaker’s personality and vitality come through? Or were they monotone?)

2	4	6	8	10
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Volume (was the speaker loud enough for everyone to easily hear them?)

1	2	3	4	5
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Rate (was the speaker’s rate nice and conversational?)

1	2	3	4	5
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Paralinguistic Cues (did the speaker refrain from using “um,” “er,” “ah,” or repetitive words?)

1	2	3	4	5
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Pronunciation/Grammar (did the speaker pronounce their words correctly and use correct grammar?)

1	2	3	4	5
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Eye Contact (did the speaker look at the audience member’s eyes during most of the presentation?)

2	4	6	8	10
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Facial Expression (did the speaker have natural and appropriate facial expressions?)

1	2	3	4	5
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Hand Gestures (did the speaker have natural and appropriate hand gestures?)

1	2	3	4	5
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Posture/Feet (did the speaker stand up straight and keep their feet still?)

1	2	3	4	5
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Overall Effectiveness (overall, how did the presentation come across? Also, you might take into consideration the speaker’s professionalism in handling questions, attire, and use of visual aids)

2	4	6	8	10
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TOTAL POINTS: (100 points possible)