**INFORMATIVE SPEAKING/PRESENTATIONS EVALUATION**

**Speaker\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_ Time\_\_\_\_\_\_­­­\_\_**(Penalty?) **Score\_\_\_\_\_\_/100**

**4 = Excelling 3 = Proficient 2 = Developing 1 = Emerging 0 = Not Evident**

**INTRODUCTION**

**4 3 2 1 0** Began speech with original & effective attention-getter

**4 3 2 1 0** Related the topic to the audience; told why we should care about the topic

**4 3 2 1 0** Introduced self and provided a credibility statement

**4 3 2 1 0** Gave a concise thesis statement & previewed the main points of the speech

**4 3 2 1 0** Transitioned smoothly to the body of the speech

**BODY**

**4 3 2 1 0** Speech reflected assigned purpose

**4 3 2 1 0** Speech was organized, fluid, & coherent

**4 3 2 1 0** Used sufficient research to convey credibility and gave supporting evidence to the main points

**4 3 2 1 0** Cited an appropriate & varied amount of reliable resources

**4 3 2 1 0** Used smooth and coherent transitions from one point to the next

**4 3 2 1 0** Thoroughly identified key characteristics, players, and/or stakeholders of an issue

**4 3 2 1 0** Thoroughly analyzed the consequences of the issue for all stakeholders

**4 3 2 1 0** Comprehensively and critically evaluated relative merits of diverse viewpoints using evidence or logic.

**4 3 2 1 0** Chose reasoned, comprehensive appropriate actions needed at the individual level to invoke

Responsible changes on the issue.

**4 3 2 1 0** Chose reasoned, comprehensive actions needed at the social, civic, or global level to invoke

Responsible changes on the issue.

**CONCLUSION**

**4 3 2 1 0** Avoided announcing the conclusion (e.g. “So, in conclusion)

**4 3 2 1 0** Reviewed the main points of the speech

**4 3 2 1 0** Left a lasting impression at end of speech with closure statement(s)

**PHYSICAL DELIVERY**

**4 3 2 1 0** Used strong, direct eye contact with each member of the audience 80-100% of the time

**4 3 2 1 0** Consistently used facial expressions that conveyed appropriate meaning

**4 3 2 1 0** Consistently used natural & varied gestures that complimented & extended the message

**4 3 2 1 0** Posture communicated enthusiasm & confidence, & effectively extended the message

**4 3 2 1 0** Used appropriate & controlled movement throughout at meaningful times

**4 3 2 1 0** Audio/Visual & Multi-media aid(s) were presented smoothly and at appropriate times

**4 3 2 1 0** Speech appeared extemporaneous, though rehearsed (not memorized or read)

**VOCAL DELIVERY**

**4 3 2 1 0** Used expressive, grammatically correct, & unbiased language appropriate to audience

**4 3 2 1 0** Consistently used an appropriate pace & pauses where message was understood

**4 3 2 1 0** Was heard throughout and varied the volume and pitch to effectively extend the message

**4 3 2 1 0** Articulated all sounds correctly, facilitating meaningfulness of the message

**4 3 2 1 0** Correctly pronounced all words correctly, including jargon & foreign language

**Comments:**

**Evaluator:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**