

## Oral Presentation Scoring Guide

Name: \_\_\_\_\_

Topic/Title: \_\_\_\_\_

Date: \_\_\_\_\_

### I. Content

Rating Scale	Poor	Fair	Average	Good	Excellent
	1	2	3	4	5
A. Topic appropriate for audience (holds listeners' attention, appropriate level for education and expertise)	1	2	3	4	5
B. Knowledge of Topic (depth of knowledge, well-researched)	1	2	3	4	5
C. Evidence of support and clear reasoning (supporting details, literature cited is thorough and relevant)	1	2	3	4	5
D. Addressed/ Exposed Pros and Cons (biases, methodological issues, controversies, applications to life)	1	2	3	4	5
E. Professional & thorough discussion (polite, fields questions/ comments accurately)	1	2	3	4	5

**II. Organization**

<b>Rating Scale</b>	<b>Poor</b>	<b>Fair</b>	<b>Average</b>	<b>Good</b>	<b>Excellent</b>
	1	2	3	4	5
A. Development of idea/ clarity of purpose (relevance, stated hypothesis or question)	1	2	3	4	5
B. Clear, engaging introduction, body, & conclusion	1	2	3	4	5
C. Logical sequence/ smooth flow of ideas (smooth transitions, easy to follow thought process)	1	2	3	4	5
D. Relevant supporting details and examples	1	2	3	4	5

**III. Delivery**Visual Aides

A. General Appearance (background design and color, spacing, layout)	1	2	3	4	5
B. Text (size, font, concise & appropriate wording, grammar, spelling)	1	2	3	4	5
C. Graphics (relevant, informative, complete, appealing)	1	2	3	4	5

Verbal Presentation

<b>Rating Scale</b>	<b>Poor</b>	<b>Fair</b>	<b>Average</b>	<b>Good</b>	<b>Excellent</b>
	1	2	3	4	5
A. Eye contact	1	2	3	4	5
B. Volume, rate, and intonation of speech ( too loud or soft, too fast or slow, too many interjections . . . um. . .um, monotone voice, etc.)	1	2	3	4	5
C. Vocabulary, Pronunciation, Articulation	1	2	3	4	5
D. Body language (posture, gestures, facial expressions)	1	2	3	4	5
E. Personal Appearance (appropriate dress, hygiene)	1	2	3	4	5
F. Enthusiasm for topic	1	2	3	4	5
G. Prepared/ practiced/ rehearsed	1	2	3	4	5

Comments:

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