Rubric for Formal Oral Presentation

Category	Excellent (A)	Good (B)	Competent (C)	Insufficient (D)
Topic				
Organization				
Language				
Delivery				
Overall Effectiveness				

Comments:

Note: This rubric was adapted from the University of Pittsburgh Department of Communication speech rubric:
http://www.speaking.pitt.edu/instructor/generic-speech.html

ORAL PRESENTATION RUBRIC

TOPIC: Does the presentation establish a central idea?			
EXCELLENT (A) Presentation has an appropriately focused topic with a clearly communicated understanding of the purpose for the speech.	GOOD (B) Presentation has a focused topic with partially demonstrated understanding of the purpose for the speech.	COMPETENT (C) Presentation has a somewhat focused topic or a vague sense of the purpose for the speech; the audience is required to make assumptions.	INSUFFICIENT (D) Presentation lacks focus or has a confused purpose; the audience is left confused

ORGANIZATION: Is the development of ideas throughout the presentation successful?			
EXCELLENT (A) Speech is clearly and logically organized with an engaging introduction, a logically sequenced body with appropriate transitions, and a clear and convincing conclusion.	GOOD (B) Speech makes a clear attempt at organization with a beginning, middle, and end, and an attempt to use transitions.	COMPETENT (C) Speech has some inconsistencies in organization and/or speech lacks a sustained focus throughout with an inconsistent use of transitions.	INSUFFICIENT (D) Speech shows a lack of organization, which makes it difficult to follow the speaker's ideas; speech may ramble without a clear beginning, middle, or end.

LANGUAGE: What is the speaker's control of language?			
EXCELLENT (A) Student uses sophisticated and varied language that is suited to the topic and audience; word choice is concise, original, and effectively conveys the appropriate tone given the purpose of the speech.	GOOD (B) Student uses appropriate language and word choice, but with less sophistication, expressiveness and/or originality.	COMPETENT (C) Student uses words that may be unsuited to the topic, audience, or purpose of the speech; word choice lacks originality and fails to convey an appropriate tone for the speech.	INSUFFICIENT (D) Student uses inappropriate language that distracts the audience because it is too informal or imprecise given the topic and the purpose of the speech.

DELIVERY: Is the speech delivered in an appropriate and effective manner?			
EXCELLENT (A) Speech includes a combination of appropriate and effective eye contact, clarity, and projection of voice, tone, and pace, and gestures significantly enhance the speaker's words.	GOOD (B) Speech includes a combination of appropriate eye contact, clarity, and projection of voice, tone, and pace, and gestures are used but not always smoothly.	COMPETENT (C) Speech includes an inconsistent use of eye contact, clarity, and projection of voice, tone, and pace, and/or gestures interrupt the flow of the speech.	INSUFFICIENT (D) Speech includes a lack of eye contact, clarity, and projection of voice, tone, and pace, and/or a lack of appropriate gestures make the speech difficult to follow.

OVERALL EFFECTIVENESS: Was the speech overall successful?			
EXCELLENT (A) Speaker remains enthusiastic, audience attention is maintained, and the purpose of the speech is achieved; speaker stays within allocated length of time.	GOOD (B) Speaker shows some enthusiasm, the audience remains mostly interested, and the purpose of the speech is achieved; speaker generally stays within allocated length of time.	COMPETENT (C) Speaker shows limited enthusiasm, audience interest is not sustained, and the purpose of the speech is only partially achieved; speaker strays out of allocated length of time.	INSUFFICIENT (D) Speaker lacks enthusiasm, the audience shows a lack of interest, and the purpose of the speech is not achieved; speaker considerably strays out of allocated length of time.