

Name _____ Type of Speech _____ Title of Speech _____

<p>1. Preparation 0 1 2 3 4</p> <p>___ Is the speaker ready to present?</p> <p>___ Does the speaker have his/her outline ready?</p> <p>___ Has the speaker fulfilled time requirements?</p> <p>___ Has the speaker followed assignment requirements?</p>	
<p>2. Organization</p> <p>A. Introduction 0 1 2 3 4</p> <p>___ Does the introduction catch attention?</p> <p>___ Does the introduction contain a thesis statement?</p> <p>___ Does the introduction preview or forecast what is to come?</p> <p>B. Internal Organization 0 1 2 3 4</p> <p>___ Does the speech flow from point to point?</p> <p>___ Does the speech use appropriate transitions?</p> <p>C. Conclusion 0 1 2 3 4</p> <p>___ Does the conclusion summarize as necessary?</p> <p>___ Does the conclusion bring the speech to closure?</p> <p>___ Does the conclusion tie a red bow on the package?</p>	
<p>3. Ideas and Content</p> <p>A. Support Material 0 1 2 3 4</p> <p>___ Does the body include sufficient supporting material?</p> <p>___ Does the body include a variety of supporting material?</p> <p>___ Is the body adequately documented?</p> <p>B. Appropriateness 0 1 2 3 4</p> <p>___ Is the support material appropriate to the speech?</p> <p>___ Is the support material appropriate to the assignment?</p> <p>___ Is the support material appropriate to the goals of the speech?</p> <p>4. Language 0 1 2 3 4</p> <p>___ Is the language vivid and clear?</p> <p>___ Does the word choice add pizzazz to the speech?</p> <p>___ Is the language correct and appropriate?</p>	<p>5. Delivery</p> <p>A. Voice 0 1 2 3 4</p> <p>___ Is the rate appropriate?</p> <p>___ Is there enough volume? Too much?</p> <p>___ Does the speaker enunciate?</p> <p>___ Is the speaker fluent? (Do pauses have a purpose? Is there a pleasant rhythm to the sentences?)</p> <p>___ Is there enough inflection (ups and downs in pitch) in his voice?</p> <p>B. Body Nonverbals 0 1 2 3 4</p> <p>___ Is the speaker poised with good posture?</p> <p>___ Is movement adequate?</p> <p>___ Are there appropriate gestures?</p> <p>C. Facial Nonverbals 0 1 2 3 4</p> <p>___ Is there enough eye contact?</p> <p>___ Is eye contact audience-wide? Has the speaker scanned the audience 3x or more?</p> <p>___ Are there appropriate facial expressions?</p> <p>Additional Comments:</p>