

Name: _____

Date: _____

ORAL PRESENTATION RUBRIC

Presentation Criteria	1	2	3	4
Clarity and Volume x 1.5 <ul style="list-style-type: none"> ➤ Speaks clearly ➤ Mispronounces no words ➤ No “um”s and “like”s ➤ Delivery is not too fast and not too slow ➤ Pauses used to great effect ➤ Transitions seamlessly from one topic to the next ➤ Voice is projected well ➤ Volume does not decrease at the ends of sentences ➤ Volume is loud enough to be heard by all audience members throughout the presentation 				
Preparedness <ul style="list-style-type: none"> ➤ Is completely prepared and has obviously practiced ➤ Speaks about the topic with confidence ➤ Clearly shows understanding of the topic ➤ Incorporates correct terminology ➤ Never loses his or her place ➤ No reading of notes or projector screen ➤ Looks presentable 				
Enthusiasm and Tone <ul style="list-style-type: none"> ➤ Facial expression shows interest in the topic – never looks bored ➤ Erect posture – no sitting ➤ No nervous tics – feet shuffling, playing with hair, rocking back and forth ➤ Regular eye contact with all audience members ➤ Appropriate use of voice inflection – never sounds bored or robotic ➤ Uses appropriate gestures – not too wild and not too rigid 				
Use of Visuals <ul style="list-style-type: none"> ➤ Visuals add clarity to the presentation and enhance the audience’s understanding ➤ Visuals are incorporated seamlessly into the presentation ➤ Electronic visuals are prepared and cued up well ahead of time 				