

Course: _____ Team: _____ Presenter: _____

Date: _____ Reviewer: _____

	Trait	1	2	3	4	Score
ORAL COMMUNICATION	Organization	Audience cannot understand presentation because there is no sequence of information.	Audience has difficulty following presentation because student jumps around.	Student presents information in logical sequence which audience can follow.	Student presents information in logical, interesting sequence which audience can follow.	
	Subject Knowledge	Student does not have grasp of information; student cannot answer questions about subject, and fails to provide timely, relevant examples.	Student is uncomfortable with information, is able to answer only rudimentary questions, and fails to provide timely, relevant examples.	Student is at ease with expected answers to all questions but fails to elaborate or fails to provide timely, relevant examples.	Student demonstrates full knowledge (more than required) by answering all class questions with explanations and elaboration and provides timely, relevant examples.	
	Graphics	Student uses superfluous graphics or no graphics.	Student occasionally uses graphics that rarely support text and presentation (periodic / inconsistent use of graphics).	Student's graphics relate to text and presentation (on average, graphics on one slide per topic).	Student's graphics explain and reinforce screen text and presentation (on average, graphics on every other slide).	
	Mechanics	Student's presentation has four or more spelling errors, grammatical errors, and/or punctuation inconsistency.	Presentation has three misspellings, grammatical errors, and/or punctuation inconsistency.	Presentation has no more than two misspellings, grammatical errors, and/or punctuation inconsistency.	Presentation has no misspellings, grammatical errors, and/or punctuation inconsistency.	
	Eye Contact	Student <i>reads all of</i> report with no eye contact.	Student occasionally uses eye contact, but still <i>reads</i> most of report.	Student maintains eye contact most of the time but <i>frequently</i> returns to notes.	Student maintains eye contact with audience, <i>seldom</i> returning to notes.	
	Elocution	Student mumbles, incorrectly pronounces terms, and speaks too quietly for students in the back of class to hear. More than 4 sentences pronounced as questions.	Student's voice is low. Student incorrectly pronounces terms. Audience members have difficulty hearing presentation. 3 or 4 sentences spoken as questions.	Student's voice is clear. Student pronounces most words correctly. Most audience members can hear presentation. No more than two sentences spoken as questions.	Student uses a clear voice and correct, precise pronunciation of terms so that all audience members can hear presentation and does not pronounce sentences as questions.	
	Professionalism	Professional attire is completely absent.	Student's professional attire could be greatly improved but some attempt was taken.	Student's professional attire could be slightly improved.	Student has completely professional attire.	