

Instructor Name: _____ Student Code: _____ Class: _____ Assessment Date: _____

INSTRUCTOR ONLY - Please circle ONE category box (0-4) for each of the FIVE Oral Presentation Assessment Categories

	No Evidence (0)	Beginning (1)	Progressing (2)	Competent (3)	Exemplary (4)
Content (Subject Knowledge)	Missed the point, no connection with expected subject.	Explanation of concepts is inaccurate or incomplete. Key points and message can be deduced, but are not explicitly stated in the presentation.	Central message and some key points are basically understandable but are not often repeated and are not memorable. There are some distinctions in content sections.	Central message is clear and consistent with the supporting material. Accurate explanation of key concepts and points of note. Differentiated content is obvious.	Central message is compelling (precisely stated, appropriately repeated, memorable, and strongly supported). Depth of content reflects thorough understanding of topic. Broad and pertinent content.
Delivery	Techniques not evident (too much reading, no eye contact.)	Delivery techniques (posture, gesture, eye contact, and vocal expressiveness) detract from the understandability of the presentation, and speaker appears uncomfortable.	Delivery techniques (posture, gesture, eye contact, and vocal expressiveness) make the presentation understandable, and speaker appears tentative.	Delivery techniques (posture, gesture, eye contact, and vocal expressiveness) make the presentation interesting, and speaker appears comfortable.	Delivery techniques (posture, gesture, eye contact, and vocal expressiveness) make the presentation compelling, and speaker appears polished and confident.
Language	Inappropriate to audience, language choices demonstrate lack of awareness.	Language choices are unclear and minimally support the effectiveness of the presentation. Language in presentation is not appropriate to audience and context.	Language choices are mundane and commonplace and partially support the effectiveness of the presentation. Language in presentation is appropriate to audience and context.	Language choices are thoughtful and generally support the effectiveness of the presentation. Language in presentation is appropriate to audience and context.	Language choices are imaginative, memorable, and compelling, and enhance the effectiveness of the presentation. Language in presentation is appropriate to audience and context.
If applicable to context...	<i>Discriminatory words used and detracts from oratory.</i>	<i>No awareness of discriminatory power of words.</i>	<i>Limited awareness of discriminatory power of words.</i>	<i>Uses inclusive words and chooses labels and names with care.</i>	<i>The power of language choices is acknowledged and inclusive words, labels and names are used with care throughout.</i>
Organization	No structure evident.	Lack of structure. Ideas are not coherent. No transitions. Difficult to identify introduction, body, and conclusion.	General structure/ organization seems adequate. Difference between main points and supporting details is blurred. Logical flow, but no clear signposts for transitions.	Clear organizational pattern. Main points are distinct from supporting details. Smooth transitions differentiate key points.	Effective organization well suited to purpose. Main points are clearly distinct from supporting details. Graceful transitions create coherent progress toward conclusion.
Supporting Material	No discernible evidence of supporting materials in use. No credibility or authority to speak on the topic.	Insufficient supporting materials (explanations, examples, illustrations, statistics, analogies, quotations from relevant authorities) make reference to information or analysis that minimally supports the presentation or establishes the presenter's credibility/authority on the topic.	Supporting materials (explanations, examples, illustrations, statistics, analogies, quotations from relevant authorities) make appropriate reference to information or analysis that partially supports the presentation or establishes the presenter's credibility/authority on the topic.	Supporting materials (explanations, examples, illustrations, statistics, analogies, quotations from relevant authorities) make appropriate reference to information or analysis that generally supports the presentation or establishes the presenter's credibility/authority on the topic.	A variety of types of supporting materials (explanations, examples, illustrations, statistics, analogies, quotations from relevant authorities) make appropriate reference to information or analysis that significantly supports the presentation or establishes the presenter's credibility/authority on the topic.
If applicable to context...	<i>Lack of visual aids detracts from oratory.</i>	<i>No visual aids used to support oral presentation.</i>	<i>Limited visual aids to assist in oral presentation.</i>	<i>Visual aids and/or other materials provided for audience to accompany & support oratory.</i>	<i>Presentation is accompanied by strong use of supportive visual aids.</i>

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Content =	Delivery =	Language =	Organization =	Supporting Material =	Total Score =
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