**ENG 101 & 102 MINI PRESENTATION RUBRIC**

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|  | **3** | **2** | **1** |
| **Content** | * Effective display of the content requirements set by the task
* (Effective use of visual aids required by the task)
 | * Moderately effective display of the content requirements set by the task
* (Moderately effective use of visual aids required by the task)
 | * Ineffective display of the content requirements set by the task
* (Ineffective/no use of visual aids required by the task)
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| **Language** | * A variety of language structures and vocabulary used correctly
* Formal and appropriate language
* Correct intonation and pronunciation
 | * A limited number of language structures and vocabulary with occasional mistakes
* Occasional use of formal language
* Occasional problems with intonation and pronunciation
 | * Very limited number of language structures and vocabulary with mistakes hindering communication
* No attempt to use formal language
* Severe problems with intonation and pronunciation
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| **Organization** |  | * Logical division of the topic into related parts
* Smooth transitions throughout the presentation with target expressions appropriate for the task
 | * Limited /No sense of organization
* Limited /No meaningful transitions
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| **Delivery and Style**  |  | * Fluent speech with effective use of tone of voice, gestures, and eye contact
* (Effective delivery of visual aids required by the task)
 | * Major problems with fluency and ineffective use of tone of voice, gestures, and eye contact
* (Ineffective delivery of visual aids required by the task)
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**Note: Zero can be given in any/all of the bands above if the student does not show any understanding of the task or attempt to fulfill the task requirements.**

**ENG 101 - 102**

**MINI PRESENTATION FORMAT**

* Prepare your presentation following the format below:

Introduction

* Greetings (*Good morning / Good afternoon everybody / Ladies and gentlemen …*)
* Your name
* Your topic (*I am going to talk about ... today*)

Body

* First...
* Second, …

Conclusion

* A one-sentence summary of the main points (*Today, I have talked about …*)
* Thanking the audience and asking if they have any questions (*Thank you for listening… / Do you have any questions?)*

*Important reminder*

* You can have your notes with you in words/phrases in an outline format but you should not have a full written version of your presentation in your hand. In other words, you should not read; you should talk and establish eye-contact with everybody in the class, not only with the instructor.