

Name of the student: _____

Section: _____

INTRODUCTION	very good	good	average	below average	poor
The presenter: <ul style="list-style-type: none"> •greet audience •introduces him / herself •includes an effective & well-integrated attention-getting technique •introduces the topic clearly •shows overview appropriately 	2.5	2	1.5	1	0.5
CONCLUSION	very good	good	average	below average	poor
The presenter: <ul style="list-style-type: none"> •summarizes main points effectively •leaves the audience with a memorable remark •invites & handles questions effectively •includes a reference list in APA format 	2.5	2	1.5	1	0.5
ORGANIZATION	very good	good	average	below average	poor
The presenter: <ul style="list-style-type: none"> •balances parts in terms of length & content •has a coherent progression of ideas •moves smoothly between parts of presentation •uses a variety of signposts & transitions 	5	4	3	2	1
CONTENT	very good	good	average	below average	poor
The presenter: <ul style="list-style-type: none"> •adjusts the content for a general audience •gives truly informative content •offers sufficient, effective & relevant supports for the points raised •uses a variety of supporting techniques (<i>examples, statistics, testimonies etc.</i>) •cites sources following the conventions of oral citation during the presentation •acknowledges the source(s) used during the presentation (orally and/ or in written form) 	5	4	3	2	1

DELIVERY	very good	good	average	below average	poor
PHYSICAL DELIVERY The presenter: <ul style="list-style-type: none"> •is speaking, not reading •uses appropriate and effective gestures •establishes eye-contact •moves purposefully 	5	4	3	2	1
VOCAL DELIVERY The presenter speaks: <ul style="list-style-type: none"> •at an appropriate pace •fluently avoiding frequent repetitions, hesitations & gap fillers •loudly & clearly •with spoken language intonation 					
LANGUAGE	very good	good	average	below average	poor
The presenter: <ul style="list-style-type: none"> •employs characteristics of spoken formal discourse •uses topically rich and diverse vocabulary •uses grammar correctly •uses correct pronunciation 	5	4	3	2	1
DESIGN OF AUDIO-VISUAL AIDS	very good	good	average	below average	poor
The presenter's visuals: <ul style="list-style-type: none"> •are relevant & effective •are of a reasonable number •are visible / audible •are not distracting •do not have spelling / grammar mistakes •include correct reference information 	2.5	2	1.5	1	0.5
DELIVERY OF AUDIO-VISUAL AIDS	very good	good	average	below average	poor
The presenter makes sure that s/he: <ul style="list-style-type: none"> •integrates AVs smoothly & clearly •uses relevant signposts to introduce AVs •elaborates on each visual effectively & at appropriate pace (<i>doesn't merely show AVs</i>) •doesn't turn his/her back to audience •points when necessary 	2.5	2	1.5	1	0.5

FINAL GRADE (OUT OF 30): _____ ÷2 FINAL GRADE (OUT OF 15): _____

Deduct points from the related sections in case of extreme reading & memorization.
Time Management: Deduct points from Final grade if student exceeds time limit: **over 5'30": -1; over 6': -2; over 6'30": stop the presentation & deduct 2 points**