

Name:

Course:

### Oral Communication Evaluation

Each instructor should tailor (in terms of value and definition for each criteria) this basic rubric to fit individual oral presentation assignments. The assessment score is an overall evaluation of each criteria. This is the data that the Assessment Academy needs for institutional assessment.

<b>CRITERIA</b>	<b>COMMENTS</b>	<b>VALUE</b> (as assigned by instructor)	<b>ASSESSMENT SCORE</b> 3 = Excellent; 2 = Acceptable 1 = Beginning; 0 = Absent
<b>DELIVERY</b> <ul style="list-style-type: none"><li>• Maintain eye contact</li><li>• Vary facial expressions</li><li>• Project voice</li><li>• Demonstrate posture/natural movement</li><li>• Avoid vocal fillers</li><li>• Vary rate</li><li>• Vary pitch</li></ul>			
<b>ORGANIZATION</b> <ul style="list-style-type: none"><li>• Provide clear introduction</li><li>• Provide well-developed thesis statements</li><li>• Present well-developed main points with support</li><li>• Weight main points equally for balance</li><li>• Use transitions throughout</li><li>• Tie conclusion to introduction</li></ul>			
<b>CONTENT</b> <ul style="list-style-type: none"><li>• Establish importance of topic</li><li>• Establish credibility</li><li>• Cite any research sources used</li><li>• Tailor message to intended audience's knowledge/interest</li><li>• Use language appropriately (alliteration/repetition/etc.)</li></ul>			