

# SPEECH EVALUATION FORM

August 2011

Speaker \_\_\_\_\_ Speech/ Round: \_\_\_\_\_ Evaluator: \_\_\_\_\_

Topic \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ Deductions: \_\_\_\_\_ Final Grade: \_\_\_\_\_

### I. TOPIC SELECTION / INVENTION

0 1 2 3 4 5 6

- A. Appropriate for Audience & Occasion
- B. Interesting / Novel
- C. Research Resources

### II. INTRODUCTION

0 1 2 3 4 5 6

- A. Attention-getter
- B. Common Ground
- C. Speaker's Credibility
- D. Thesis Stated
- E. Main Points Previewed

No Unclear Yes  
No Unclear Yes

### III. BODY & ORGANIZATION

0 1 2 3 4 5 6

- A. Organizational Pattern
- B. Main Points Explained / Argued
- C. Supporting Material
- D. Source Citations
- E. Transitions

### IV. CONCLUSION

0 1 2 3 4 5 6

- A. Summary / Review
- B. Thesis Restated
- C. Closure/Finality

No Unclear Yes  
No Unclear Yes

### V. STYLE / LANGUAGE

0 1 2 3 4 5 6

- A. Language Use
- B. Conversational Style

### VI. DELIVERY:

0 1 2 3 4 5 6

- A. Proper Volume
- B. Diction
- C. Pitch / Inflection
- D. Rate
- E. Natural Gestures
- F. Eye Contact
- G. Facial Expression
- H. Posture
- I. Natural Movement
- J. Anxiety Management

### VII. PRESENTATIONAL AIDS

0 1 2 3 4 5 6

- A. Appropriate for Topic
- B. Simple and Uncomplicated
- C. Consistent / Professional Design
- D. Displayed at Appropriate Time

### VIII. GROUP / TEAMWORK

0 1 2 3 4 5 6

- A. Cohesion /Unity / Teamwork
- B. Equal Participation

Assessment Scale: 0=Not Present; 1-2=Emerging; 3-4=Developing; 5-6=Advanced

Thesis Statement: \_\_\_\_\_

Organizational Pattern: \_\_\_\_\_

### Main Points:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

(additional comments on back)

### Strengths

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Weaknesses

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

No. of Sources Cited: \_\_\_\_\_ Typed Outline: Yes No Cited Page: Yes No

2 or less note cards (3x5) : Yes No 35 words or less: Yes No Podium Use: Yes No

Overall Assessment: 0 1 2 3 4 5 6  
Emerging Developing Advanced