

## Complex Oral Presentation Rubric

### Awareness of Audience

#### **Distinguished (4)**

SUITABILITY/match of material and presentation style to audience. Information significantly increases audience understanding and knowledge of topic. Persuasion-effectively convinces an audience to recognize the validity of a point of view. Entertainment- uses humor appropriately to make significant points about the topic consistent with the interest of audience.

#### **Proficient (3)**

SUITABILITY/match of material and presentation style to audience. Information- raises audience understanding and awareness of most points. Persuasion- point of view is clear, but development or support is inconclusive and incomplete. Entertainment- achieves moderate success in using humor.

#### **Apprentice (2)**

SUITABILITY/match of material and presentation style to audience. Information- raises audience understanding and knowledge of some points. Persuasion- point of view may be clear, but lacks development or support. Entertainment- humor attempted but inconsistent or weak.

#### **Novice (1)**

SUITABILITY/match of material and presentation style to audience. Information--fails to increase audience understanding or knowledge of topic. Persuasion-fails to effectively convince the audience. Entertainment--no use of humor or humor used inappropriately.

### Strength of Material & Organization

CONTENT: Focus-purpose and subject are defined clearly; information and logic are self-consistent. Quality of Material-pertinent examples, facts, and/or statistics. Sufficiency- conclusions or ideas are supported by data or evidence.

ORGANIZATION: Introduction- introduction has strong purpose statement which captivates audience and narrows topic. Core-topic is narrowed, researched, and organized. Closing- audience informed, major ideas summarized, audience left with a full understanding of presenter's position.

CONTENT: Focus-has some success defining purpose and subject; information and logic are generally self-consistent. Quality of Material- some examples, facts, and/or statistics that support the subject. Sufficiency- includes some data or evidence that supports conclusions.

ORGANIZATION: Introduction- introductory statement informs audience of general purpose of presentation. Core-topic needs to be narrowed, research extended and/or tightened. Closing-may need to refine summary or final idea.

CONTENT: Focus-attempts to define purpose and subject; has contradictory information and logic.

Quality of Material- weak examples, facts, and/or statistics which do not adequately support the subject. Sufficiency- includes very thin data or evidence in supports of conclusions.

ORGANIZATION: Introduction- introduction of subject fails to make audience aware of the purpose of presentation. Core-topic is too broad, insufficiently researched, and/or haphazardly delivered. Closing-major ideas may need to be summarized or audience is left with vague idea to

CONTENT: Focus-purpose and subject are not clearly defined or muddled. Quality of Material- very weak or no support of subject through use of examples, facts, and/or statistics.. Sufficiency- totally insufficient support for conclusions.

ORGANIZATION: Introduction- no introductory statement, or statement which confuses audience. Core-topic is general, vague, and/or disorganized. Closing-major ideas left unclear.

### Delivery

POISE/APPEARANCE- relaxed, self-confident and appropriately dressed for purpose or audience. BODY LANGUAGE- natural movement and descriptive gestures which display energy, create mood, and help audience visualize. EYE CONTACT- builds trust and holds attention by direct eye contact with all parts of audience. VOICE- fluctuation in volume and inflection help to maintain audience interest and emphasize key points. PACING- good use of pause, giving importance, drama, length matched allotted time. PRESENTATION AIDS- are clear, appropriate, not over-used and beneficial to the speech.

POISE/APPEARANCE- quick recovery from minor mistakes; appropriately dressed. BODY LANGUAGE- movements and gestures generally enhance delivery. EYE CONTACT- fairly consistent use of direct eye contact with audience. VOICE- satisfactory variation of volume and inflection. PACING- pattern of delivery generally successful; slight mismatch between length and allotted time. PRESENTATION AIDS- are used and add some clarity and dimension to speech.

POISE/APPEARANCE- some tension or indifference apparent and possible inappropriate dress for purpose of audience. BODY LANGUAGE- insufficient movement and/or awkward gestures. EYE CONTACT- occasional but unsustained eye contact with audience. VOICE- uneven volume with little or no inflection. PACING- uneven or inappropriate patterns of delivery and/or length does not match allotted time. PRESENTATION AIDS- attempted, but unclear; inappropriate or over-used.

POISE/APPEARANCE- nervous tension obvious and/or inappropriate dress for purpose of audience. BODY LANGUAGE- no movement or descriptive gestures. EYE CONTACT- no effort to make eye contact with audience. VOICE- low volume and/or monotonous tone cause audience to disengage. PACING- delivery is either too rushed or too slow and/or length does not match allotted time. PRESENTATION AIDS- none used or attempted.