MESSAGE .................................................................................................................................
Introduction appropriate for kind of speech given

Transitions: Clear transitions between main points; sounds natural, not mechanical

Content appropriate for type of speech given

Main Points

Conclusion appropriate for type of speech given

DELIVERY .................................................................................................................................
Conversational tone: rhetorical but does not sound memorized or scripted or dramatic/does feel rehearsed/

Voice Volume/expression/rate and flow/minimal disfluencies (such as ‘ums’); builds professional ethos of speaker

Oration Memorable phrases using parallel phrasing; rhetorical questions/alliteration/meaningful pauses/image-rich wording, repetition; metaphor

Body: Eye contact/Posture/Gestures/reads the audience reaction and adjusts to it; moves away from podium at least once but also speaks touching podium with calm presence

Audience Response Listeners appear attentive (scale of 1 bored to 10) spontaneously reacts to particular statements

Time (2-3 minutes) _____ (1/50 additional points deducted for every 30 seconds over or under the time limit)

FULL-SENTENCE OUTLINE ....................................................................................................
 Appropriately organized for type of speech given

Overall Impact of Speech
(Speaker credibility, audience connection, memorable information)
25 < Failed in major areas.
30 < Struggled in major areas.
35 < Met the requirements but with but with some major problem areas.
40 < Gave a very solid and effective speech. Some minor problem areas.
45 < Stood out as exceptionally effective in every area of speech--message, delivery, and organization. Audience members reflected this effectiveness through noticeable responses.

Grade _____/50 x 2 = _____/100

SPEAKING OUTLINE no full sentences except quotes, fits on one side of one page (this is opposite of your full-sentence outline) and not crammed; any format that works for you is okay