INFORMATIVE SPEECH WITH SLIDE

Speaker: ___________________________________

MESSAGE

Introduction
Attention getter/Audience connection & motivation/topic orientation/preview/thesis statement signaled clearly

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

Content
Truly informative; substantive; reflects careful research; audibly cites at least three credible sources, including credentials; combination of evidence types (quotes, stories, examples, statistics, definitions, definitions, illustrations); restates statistics in a different way or with vocal emphasis so we catch them

Main Points & thesis:
Clearly identified for the ear/Developed through subordinate points; thesis repeated several times in different ways throughout speech

Visual Aid
Attractive and readable color slide/Substantive/Integrated (doesn’t feel tacked-on)/used smoothly while facing audience; covers ALL elements on slide

Conclusion
Topic & thesis summary/audience reconnection/clincher statement naturally delivered with different wording/last sentence feels like final statement

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; collective spontaneous response to particular statements

Q & A
Respects questioner/Answers question asked in first sentence/elaborates/handles uncertainties confidently/builds credibility

Time
(5-6 minutes) _____ (1/50 additional points deducted for every 30 seconds over or under the time limit)

FULL-SENTENCE OUTLINE

☐ General/Specific Purpose/Thesis/ Organizational Pattern labeled at beginning of full-sentence outline after your full name
☐ Attention getter/audience connection/topic connection/preview/thesis labeled in introduction
☐ Multiple pieces of evidence labeled (statistics, testimony/quotes, story, definition, examples), one of which must be a developed story
☐ Four bibliographic sources labeled in outline body and listed (in MLA format) in bibliography
☐ Transition sentences labeled in outline
☐ Outline follows standard I., A., 1., a formatting and indents correctly
☐ Outline has only one sentence per point (such as one sentence for an A or a 1.) except for stories
☐ No statistics, quotes, or questions in main points (I, II, III). Save these for subordinate points (such as 1, 2, 3 or maybe A, B, and C) to develop main points. Make general statements in main points—NO QUESTIONS allowed in the main points

SPEAKING NOTES
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

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 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 4 = _____ /200