

Grading Rubric – Oral Presentation

Oral Presentation Rubric

Each category is weighted with all categories adding to 100%. The percentage of points earned in each category is multiplied by the product of the category weight times the total points possible to get the score. The scores are then added and divided by the total points possible for the exercise.

Category	Excellent (90-100%)	Good (80-89%)	Satisfactory (70-79%)	Inadequate (0-69%)	Score
Content (Weight 50%)	The speaker provides a variety of types of content appropriate for the task, such as generalizations, details, examples and various forms of evidence. The speaker adapts the content in a specific way to the listener and situation.	The speaker focuses primarily on relevant content. The speaker sticks to the topic. The speaker adapts the content in a general way to the listener and the situation.	The speaker includes some irrelevant content. The speaker wanders off the topic. The speaker uses words and concepts which are inappropriate for the knowledge and experiences of the listener (e.g., slang, jargon, technical language).	The speaker says practically nothing. The speaker focuses primarily on irrelevant content. The speaker appears to ignore the listener and the situation.	
Delivery (Weight 20 %)	The speaker delivers the message in a confident, poised, enthusiastic fashion. The volume and rate varies to add emphasis and interest. Pronunciation and enunciation are very clear. The speaker exhibits very few vocalized pauses, such as "ahs," "uhms," or "you knows."	The volume is not too low or too loud and the rate is not too fast or too slow. The pronunciation and enunciation are clear. The speaker exhibits few vocalized pauses, such as "ahs," "uhms," or "you knows."	The volume is too low or too loud and the rate is too fast or too slow. The pronunciation and enunciation are unclear. The speaker exhibits many vocalized pauses, such as "ahs," "uhms," or "you knows." The listener is distracted by problems in the delivery of the message and has difficulty understanding the words in the message.	The volume is too low or too loud and the rate is too fast or too slow. The pronunciation and enunciation are unclear. The speaker exhibits many vocalized pauses, such as "ahs," "uhms," or "you knows." The listener is distracted by problems in the delivery of the message and has difficulty understanding the words in the message.	
Organization (Weight 10%)	The message is overtly organized. The speaker helps	The message is organized. The listener has no	The organization of the message is mixed up and	The message is so disorganized you cannot understand	

	the listener understand the sequence and relationships of ideas by using organizational aids such as announcing the topic, previewing the organization, using transitions, and summarizing	difficulty understanding the sequence and relationships among the ideas in the message. The ideas in the message are clearly articulated.	random. The listener must make some assumptions about the sequence and relationship of ideas.	most of the message.	
Creativity (Weight 10%)	Very original presentation of material; captures the audience's attention	Some originality apparent; good variety and blending of materials / media.	Little or no variation; material presented with little originality or interpretation.	Repetitive with little or no variety; insufficient use of materials / media.	
Length of Presentation (Weight 10%)	Within two minutes of allotted time.	Within four minutes of allotted time.	Within six minutes of allotted time.	Too long or too short; ten or more minutes above or below the allotted time.	
				Total Score	
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