

PRESENTATION SCORE SHEET

Student's name: _____

Judges' names: _____

Total score: _____ out of 36

	Criteria	Below Standard <i>1 point</i>	Approaching Standard <i>2 points</i>	Meets Standard <i>3 points</i>	Exceptional Achievement <i>4 points</i>	Score	Other Comments
C O N T E N T	Introduction Attention getter	Needs improvement or not existent	Attention getter lacks spark; introduction abrupt	Attention getter is interesting; appropriate; sets the tone	Attention getter is unique; appropriate		
	Personalization	Needs improvement or not existent	Fails to convince the audience the topic is of relevance and personal interest	Personalization convincing and credible	Manages to convince the audience to try out the product, service, etc		
	Speech Body Grammar Transitions Organization	Disorganized; very poor grammar; no transitions; ideas choppy	Somewhat organized & logical; significant errors in grammar; transitions inconsistent or missing	Organized in logical sequence; mostly correct grammar; smooth transitions	Uniquely insightful and engaging; organized in logical sequence; flawless grammar; smooth transitions		
	Conclusion Clarity Appropriateness	Lacks conclusion	Included but somewhat irrelevant or inconsistent with speech body	Clear and consistent with speech body; sense of completion	Uniquely insightful; makes a lasting impact on audience		
	Question and Answer Session Knowledge Poise	Inconsistent, unclear answers; shows limited knowledge & no deeper understanding	Inability to answer critical questions; shows some knowledge but limited understanding	Answers all simple questions; difficult questions show noteworthy and emerging understanding	Answers questions with ease and expertise; show clear understanding		
D E L I V E R Y	Voice Quality Inflection Volume Pace	Lacks voice inflection; difficult to hear; speaks too fast or mumbles	Some voice inflection; can hear most of the time; uneven pace, may go too fast or slow at times	Expressive voice; appropriate volume; mostly even pace	Skillfully uses voice inflection; projects voice well; clear articulation; even pace		
	Poise/Delivery Body Language Attitude Eye Contact	Nervous body language; lacks enthusiasm; shows great discomfort in speaking; uneven pace; limited eye contact	Somewhat relaxed delivery with minor signs of nervousness; limited but present enthusiasm; uneven pace; limited eye contact	Good posture, calm delivery; somewhat enthusiastic; eye contact with minimal note reading or looking away	Relaxed body language; enthusiastic; confidence in speaking; consistent effective use of eye contact		
O T H E R	Visual Quality Appropriateness	Lacks visual; minor errors; not large enough; not used effectively	One visual; minor errors; not large enough; not used effectively	One visual; large enough to read; no errors; polished appearance	Multiple visuals; attractive design; professional appearance		
	Speech Length	Shorter than 5 minutes	Shorter than 7 minutes	Longer than 12 minutes	7-10 minutes		