

SPEECH TO INFORM – GRADING RUBRIC

| | <u>A</u> | <u>B</u> | <u>C</u> | <u>D/F</u> |
|----------------------------|---|--|--|---|
| <u>Introduction</u> | <ul style="list-style-type: none"> *Introductory sentences grab the audience’s attention with one of the following: rhetorical questions, humorous story, personal reference, or unusual or dramatic device. *Provides good background information and/or definitions to explain unfamiliar concepts *Thesis is specific, concise, and is relevant to topic *Previewed main points in question format *Excellent transition sentence to body | <ul style="list-style-type: none"> *Gains attention of audience using one of the methods described in class *Provides adequate background information *Thesis is specific and relevant *Previewed main points *Good transition sentence to body | <ul style="list-style-type: none"> *Introductory sentences are relevant to topic *Provides some background info *Thesis is vague *Main points previewed but not in question format *Vague transition sentence | <ul style="list-style-type: none"> *Intro does not use any required introductory devices and/or begins by saying, “My speech is about…” or some similar form *Background info/definitions not included *Thesis is not clear/relevant *Main points not previewed *No transition sentence included |
| <u>Body</u> | <ul style="list-style-type: none"> *Main points are clear and logically arranged - excellent organization *Main points supported w/ researched material & personal experience *Clear transitions/bridging from point to point *Two required sources cited | <ul style="list-style-type: none"> *Main points are logically arranged – good organization *Main points are supported by researched material *Clear transitions/bridging from idea to idea *Two required sources cited | <ul style="list-style-type: none"> *Main points clear but not logically arranged *Main points supported by personal experience only *Some transitions/bridging present *One required source cited | <ul style="list-style-type: none"> *Main points not clear/logically arranged – poor organization *Main points not supported *No transitions or bridging present *No sources cited |
| <u>Conclusion</u> | <ul style="list-style-type: none"> *Spotlight to conclusion present *Reviewed main points *Did not introduce any new information *Closing remarks connected back to intro | <ul style="list-style-type: none"> *Spotlight to conclusion present *Reviewed main points *Did not introduce any new information *Closing remarks were relevant | <ul style="list-style-type: none"> *Spotlight to conclusion present *Some main points were reviewed *Introduced new information *Closing remarks were not relevant | <ul style="list-style-type: none"> *No spotlight to conclusion *Main points were not reviewed *New information introduced *No closing remarks |
| <u>Delivery</u> | <ul style="list-style-type: none"> *Begins without rushing *Excellent use of vivid language *Vocal variety present (tone, rate, pitch) *Excellent pronunciation/articulation *No filler words/vocal pauses *Excellent use of gestures& space *Excellent extemporaneous delivery *Excellent eye contact - inclusive of all *Excellent time management (within time/at max) | <ul style="list-style-type: none"> *Begins without rushing *Good use of vivid language *Vocal variety present (tone, rate, pitch) *Good pronunciation/articulation *Minimal filler words/vocal pauses *Good use of gestures & space *Good extemporaneous delivery *Good eye contact – inclusive of most *Good time management (within time/under max) | <ul style="list-style-type: none"> *Beginning is a little rushed *Basic language *Some vocal variety *Good pronunciation/articulation *Some filler words/vocal pauses *Some gestures/ some space used *Some extemporaneous delivery w/ reading *Minimal eye contact *Adequate time management (within time) | <ul style="list-style-type: none"> *Beginning is rushed *Language unclear *No vocal variety *Pronunciation/articulation needs work *Excessive filler words/vocal pauses *Does not use gestures/space *No extemporaneous delivery *No eye contact – mostly reading *Poor time management (over/under) |
| <u>Visual Aids</u> | <ul style="list-style-type: none"> *Easily visible *Clear/easy to read *Includes all required information on agenda *Includes 1 – 2 secondary visuals to enhance topic | <ul style="list-style-type: none"> *Easily visible *Clear/easy to read *Some required info missing on agenda *Includes 1 secondary visual to enhance topic | <ul style="list-style-type: none"> *Hard to see *Clear/easy to read *Some required info missing from agenda *Includes secondary visual – connection to topic not clear | <ul style="list-style-type: none"> *Hard to see *Not clear/not easy to read *Required info missing *No secondary visual included |