

ORAL REPORT RUBRIC

ORAL REPORT GUIDELINES: The oral presentation allows the student to present the results of their research to the class. This will strengthen oral articulation and self-confidence. The oral presentations will be scheduled by a “pick from the hat”

Group Members:

Topic:

Time length:

Organization: The content of the speech is judged according to the following components.

■ **Introduction:** (1 2 3 4 5) – The main topic of the speech is made clear as the speaker begins the report. It is also important to indicate the general scope of the speech.

■ **Thesis:** (1 2 3 4 5) – The thesis is the primary point or main argument of the speech.

■ **Supporting Details:** (1 2 3 4 5) – These are important as they provide the information necessary to give a fuller treatment of the main topic. These should be pertinent and relevant.

■ **Conclusion:** (1 2 3 4 5) – After having provided the main body of information the speaker should sum up the overall importance of the topic in a concise and meaningful manner.

■ **Clear voice and articulation:** (1 2 3 4 5) – It is important that the speaker be understood clearly. Words should not be mumbled or slurred. Voice should be fully audible.

■ **Posture:** (1 2 3 4 5) – The speaker should stand upright and face the audience. Do not lean against the podium or slouch. Be relaxed and avoid nervous habits.

■ **Eye Contact:** (1 2 3 4 5) – It is important that the speaker look directly at the audience and not look down or at the note cards/computer screen or television. Keep the interest of the audience.

● **Energy:** (1 2 3 4 5) – The speaker should be enthusiastic in the delivery of the speech. This will convey a positive image and make the speech more interesting.

● **Accuracy:** (1 2 3 4 5) The information presented should not contain inaccuracies. This would include any visual aids.

● **Visual Aides:** (1 2 3 4 5) These might include graphs, handouts, pictures or charts and provide useful information to enhance the oral presentation. Be sure that all text is properly spelled.

GRADING SCALE: 45-50 A's 40-44 B's 35-39 C's 30-34 D's 0-29 F