



SPEECH EVALUATION

Speaker _____ School _____ Date _____

	Comments	
Introduction ✓+ ✓ ✓- Gained attention and interest ✓+ ✓ ✓- Introduced self, mentorship, mentor site, and topic clearly ✓+ ✓ ✓- Previewed body of speech	<i>Whatever you use to gain interest in the start of the speech should also appear in your conclusion. Provide a bulleted list of the key points of your speech on your first slide in order to provide a preview. The section should take ~1 minute.</i>	
Body ✓+ ✓ ✓- Clearly described the experience and what was learned ✓+ ✓ ✓- Used concise and appropriate language ✓+ ✓ ✓- Used effective transitions		<i>Discuss your knowledge base (your research on your topic to date), your internship, and your anticipated future project at your site and/or for this course. This section should take ~3 minutes.</i>
Conclusion ✓+ ✓ ✓- Prepared audience for closure ✓+ ✓ ✓- Used an effective ending		
Delivery ✓+ ✓ ✓- Demonstrated energy and enthusiasm ✓+ ✓ ✓- Maintained eye contact ✓+ ✓ ✓- Used effective voice: volume, pitch, rate ✓+ ✓ ✓- Used nonverbal reinforcement of message	<i>Introduction to Body: "Here are the various reasons..." "Let's examine the first point..." Body: "In the next example..." "The final point to consider..." Body to Conclusion: "In summary..." "In conclusion..."</i>	
Visual Aid ✓+ ✓ ✓- Used an effective visual aid ✓+ ✓ ✓- Integrated visual into speech	<i>Keep it simple. Make everything large. Should be supporting role – you are the center of attention!! Don't look at them, look at audience!!</i>	
Impact ✓+ ✓ ✓- Demonstrated evidence of preparation ✓+ ✓ ✓- Demonstrated proper appearance, attire ✓+ ✓ ✓- Chose effective purpose for speech ✓+ ✓ ✓- Adapted speech to audience ✓+ ✓ ✓- Completed speech within time limit Time: _____	<i>If you are below 4 minutes or above 5.30 minutes, you cannot get a "Good" rating.</i>	

Overall Assessment:

Good / ✓+

Satisfactory / ✓

Needs Improvement / ✓-

Evaluator: _____