

Emmanuel College Speech Rubric

Course Name: _____ Date: _____

Teacher Name: _____ Student Name: _____

Assignment Name: _____ Required Time: _____minutes _____seconds

Col. A Score	Col. B Points per Category	4 points Excellent or all of the time	3 points Good or most of the time	2 points Fair or some of the time	1 points Poor or not often; rare
<p>_____</p> <p>x2 =</p>	<p>DELIVERY</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> ○ Maintained eye contact ○ Did not begin with "um" or "okay" or other unnecessary words ○ Avoided vocalized pauses ○ Spoke with inflections and vocal variety, not monotone ○ Didn't lean on podium ○ Overall posture, gestures were good, natural ○ Didn't depend too heavily on notes ○ Maintained good rate; not too fast or too slow 	<ul style="list-style-type: none"> ○ Maintained eye contact ○ Did not begin with "um" or "okay" or other unnecessary words ○ Avoided vocalized pauses ○ Spoke with inflections and vocal variety, not monotone ○ Didn't lean on podium ○ Overall posture, gestures were good, natural ○ Didn't depend too heavily on notes ○ Maintained good rate; not too fast or too slow 	<ul style="list-style-type: none"> ○ Maintained eye contact ○ Did not begin with "um" or "okay" or other unnecessary words ○ Avoided vocalized pauses ○ Spoke with inflections and vocal variety, not monotone ○ Didn't lean on podium ○ Overall posture, gestures were good, natural ○ Didn't depend too heavily on notes ○ Maintained good rate; not too fast or too slow 	<ul style="list-style-type: none"> ○ Maintained eye contact ○ Did not begin with "um" or "okay" or other unnecessary words. ○ Avoided vocalized pauses ○ Spoke with inflections and vocal variety, not monotone ○ Didn't lean on podium ○ Overall posture, gestures were good, natural ○ Didn't depend too heavily on notes ○ Maintained good rate; not too fast or too slow
<p>_____</p> <p>x2 =</p>	<p>INTRODUCTION</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> ○ Effective attention getter ○ Maintained interest ○ Stated the purpose of the speech very clearly ○ Established credibility very clearly ○ Previewed main points very clearly 	<ul style="list-style-type: none"> ○ Reasonably effective attention getter ○ Maintained interest ○ Reasonably clear purpose of the speech stated ○ Established credibility ○ Previewed main points reasonably well 	<ul style="list-style-type: none"> ○ Adequate attention getter ○ Maintained interest. Purpose of the speech was stated ○ Established credibility somewhat ○ Previewed main points somewhat 	<ul style="list-style-type: none"> ○ Attention getter not very effective ○ Maintained interest ○ Purpose of the speech not stated clearly ○ Credibility was not established very clearly ○ Preview of main points was not clear
<p>_____</p> <p>x1 =</p>	<p>TRANSITIONS</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> ○ Used transitions between introduction, main points and conclusion very clearly and thoroughly 	<ul style="list-style-type: none"> ○ Used transitions between introduction, main points and conclusion in a reasonably clear fashion 	<ul style="list-style-type: none"> ○ Used transitions between introduction, main points and conclusion minimally 	<ul style="list-style-type: none"> ○ Transitions between introduction, main points and conclusion were not very apparent
<p>_____</p> <p>x2 =</p>	<p>BODY</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> ○ I always knew which main point you were talking about ○ Used internal summaries between each main point very clearly ○ Referred to visuals as needed ○ Used examples often ○ Clearly referred to sources during pres. 	<ul style="list-style-type: none"> ○ I generally knew which main point you were talking about ○ Used internal summaries between each main point reasonably well ○ Referred to visuals as needed most of the time ○ Used examples reasonably often ○ Generally referred to sources during pres. 	<ul style="list-style-type: none"> ○ I occasionally knew which main point you were talking about ○ Used internal summaries between each main point sporadically ○ Referred to visuals as needed some of the time ○ Used examples some of the time ○ Sometimes referred to sources during pres. 	<ul style="list-style-type: none"> ○ I had a hard time knowing which main point you were talking about ○ Used internal summaries between each main point rarely if at all ○ Did not refer to visuals at all or rarely ○ Did not use examples very much or at all ○ Rarely referred to sources during pres. or not at all

<p>_____</p> <p>x2 =</p>	<p>CONCLUSION</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> o Clearly forewarned audience about finishing the speech o Recapped main points clearly o Effective final thought or memorable statement 	<ul style="list-style-type: none"> o Forewarned audience about finishing speech in a reasonable way o Recapped main points in a general way o Final thought or memorable statement included, enhanced speech 	<ul style="list-style-type: none"> o Forewarned audience about finishing the speech but minimally o Recapped main points somewhat o Effective final thought or memorable statement included 	<ul style="list-style-type: none"> o Did not forewarn audience about finishing the speech or in an unclear way o Recap of main points was not very clear at all o Effective final thought or memorable statement not effective or absent
<p>_____</p> <p>x1 =</p>	<p>VERBAL</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> o Used clear, concrete words o Used familiar words, no jargon or slang o Very effective use of imagery (simile, metaphor, rhythm, alliteration, antithesis) o Words were used accurately o Words used were very appropriate to the occasion, audience, topic, speaker 	<ul style="list-style-type: none"> o Used clear, concrete words most of time o Used familiar words, with only one or two jargon or slang words o Generally effective use of imagery (simile, metaphor, rhythm, alliteration, antithesis) o Words were used accurately o Words used were generally appropriate to the occasion, audience, topic, speaker 	<ul style="list-style-type: none"> o Clear, concrete words were occasionally used o Used familiar words, with a lot of jargon or slang o Somewhat effective use of imagery (simile, metaphor, rhythm, alliteration, antithesis) o Words were used accurately o Words used were somewhat appropriate to the occasion, audience, topic, speaker 	<ul style="list-style-type: none"> o Clear, concrete words were not used o Words were not chosen well at all, too much jargon or slang. Use of imagery (simile, metaphor, rhythm, alliteration, antithesis) were not very effective or not used at all o Words were used accurately o Words used were not very appropriate to the occasion, audience, topic, speaker
<p>_____</p> <p>x1 =</p>	<p>POWERPOINT & VISUALS (AUDIO/VISUAL)</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> o Very clear, easy to read, large enough to be seen o Contains only pertinent information, not entire sentences o Explained clearly within the speech o Did not look or talk to the A/V at all o Number of slides fit presentation very well o Font choice and size appropriate and readable o Font and background colors very appropriate o Not too much text per slide 	<ul style="list-style-type: none"> o Clear and easy to read and understand o Contains most of information needed to make the point o Large enough to be seen by audience most of the time o Explained within the speech o Did not talk to the A/V most of the time o Number of slides fit presentation reasonably well o Font choice and size reasonably appropriate and readable o Font and background colors appropriate for most part o Not too much text per slide for most part 	<ul style="list-style-type: none"> o Somewhat clear and easy to read and understand o Contains some of information needed to make the point o Large enough to be seen by audience some of the time o Explained somewhat within the speech o Talked to the A/V several times o Number of slides fit presentation some of the time o Font choice and size somewhat appropriate and readable o Font and background colors somewhat appropriate o Too much text per slide sometimes 	<ul style="list-style-type: none"> o Not very clear and easy to read and understand o Contains very little of information needed to make the point o Not large enough to be seen by audience o Not very well explained within the speech or not at all o Talked to the A/V throughout the entire speech o Number of slides did not fit presentation very well o Font choice and size were not very appropriate and were difficult to read o Font and background colors were not very appropriate o Too much text per slide most/all of pres.
<p>_____</p> <p>x1 =</p>	<p>CREDIBILITY</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> o Explanation of competency or expertise clearly stated o Speaker clearly knew topic o Explanation of investigation and research on topic clearly shared o Delivered with clear expression and strong conviction o The speaker clearly appeared to have best interest of audience in mind 	<ul style="list-style-type: none"> o Explanation of competency or expertise generally stated o Speaker generally knew topic o Explanation of investigation and research on topic generally shared o Delivered with expression and conviction in a reasonable way o The speaker generally appeared to have best interest of audience in mind 	<ul style="list-style-type: none"> o Explanation of competency or expertise alluded to or inferred o Speaker knew topic some of the time o Explanation of investigation and research on topic somewhat shared o Delivered with expression and conviction some of the time o The speaker somewhat appeared to have best interest of audience in mind 	<ul style="list-style-type: none"> o Explanation of competency or expertise not clearly stated or absent o Speaker did not seem to know topic o Explanation of investigation and research on topic not clearly shared o Not delivered with expression and conviction very clearly o The speaker did not appear to have best interest of audience in mind

<p>_____</p> <p>x1 =</p>	<p>TARGET AUDIENCE</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> o Established common ground o Spoke to audience's beliefs and attitudes clearly o Answered audience fears and objections clearly o Used evidence very effectively o Reasoned effectively o Adjusted to audience feedback o Speech was clearly appropriate for the setting o Made the speech very important and relevant to audience 	<ul style="list-style-type: none"> o Established common ground for the most part o Spoke to audience's beliefs and attitudes in a general way o Answered audience fears and objections most of the time o Used evidence reasonably effectively o Reasoned effectively o Adjusted to audience feedback for most part o Speech was reasonably appropriate for the setting o Made the speech generally important and relevant to audience 	<ul style="list-style-type: none"> o Established common ground somewhat o Spoke to audience's beliefs and attitudes sporadically o Answered audience fears and objections somewhat o Used evidence effectively o Reasoned somewhat effectively o Adjusted to audience feedback somewhat o Speech was somewhat appropriate for the setting o Made the speech somewhat important and relevant to audience 	<ul style="list-style-type: none"> o Did not establish common ground o Did not speak to audience's beliefs and attitudes o Did not really answer audience fears and objections o Used evidence effectively o Did not reason effectively o Did not adjust to audience feedback o Speech was not appropriate for the setting o Did not make the speech very important and relevant to audience
<p>_____</p> <p>x1 =</p>	<p>TIME</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> o Finished within 30 seconds (0:30) of required time 	<ul style="list-style-type: none"> o Finished 31-60 (0:31 - 1:00) too short or too long from required time 	<ul style="list-style-type: none"> o Finished 61-90 (1:01 - 1:30) seconds too short or too long from required time 	<ul style="list-style-type: none"> o Finished too short or too long from required time by 91 seconds or more (1:31 or more)
<p>_____</p> <p>x1 =</p>	<p>Q & A</p> <p>Points: _____</p> <p>Comments:</p>	<ul style="list-style-type: none"> o Was asked at least 3 questions o Answer was clear and complete o Was polite for all Q's (said thank you or good question) o If didn't know answer, said you would get it 	<ul style="list-style-type: none"> o Was asked at least 2 questions o Answer was somewhat clear and complete o Was polite for 2 Q's (said thank you or good question) o If didn't know answer, made small attempt to satisfy asker 	<ul style="list-style-type: none"> o Was asked at least 1 question o Answer was hard to understand or incomplete o Was polite for 1 Q (said thank you or good question) o If didn't know answer, made little attempt to satisfy asker 	<ul style="list-style-type: none"> o Was not asked any questions o Answer was not clear or complete o Was not polite o If didn't know answer, did not try to satisfy asker
Speech Grade					
<p>Col. A total</p> <p>(add scores)</p>	<p>(Add scores in Col. A, then divide Col. A total by 60 possible points. For example, 48/60 = 80% for a grade of 80.)</p>				