

Oral Expression Rubric Template

I. Delivery:

	4	3.5	3	2.5	2	1.5	1	0
Volume								
Pace								
Eye Contact								
Vocalized Pauses								
Body Language								
Use of Visual Aids								
Other								

Total Points: ___ / ___

Comments:

To Achieve 3's or 4's:

Volume: Speaker adjusts volume as needed to be appropriate for the needs of the audience and occasion.

Pace: Speaker speaks slowly enough that words are clear and that the audience has time to process information but quickly enough to wrap up in the allotted time. Speaker adjusts pace to audience, occasion, and circumstance.

Eye Contact: Speaker makes eye contact as appropriate for audience, occasion, and circumstance. For example, the speaker should occasionally look up when reading, face the audience instead of a screen, periodically glance at each area of the room instead of choosing a fixed point at which to stare, etc. If there is a question and answer portion, the speaker should make eye contact with the questioner when responding.

Vocalized Pauses: The speaker uses few or no vocalized pauses (such as "uh," "um," "you know") and avoids excessive repetition of any word or phrase.

Use of Visual Aids: Visual aids are appropriate (easy to see and understand and relevant to the presentation) and incorporated well (speaker references the visual aid and explains its significance and relevance). If the speaker does not use a visual aid, that absence should be appropriate.

Other: Category to be developed by the professor. Alternately, this category could be something that emerges from the presentation itself—something that is not explicitly graded but that either greatly enhances or detracts from the presentation. Consider using as an extra credit category such that any points earned are added on top of the delivery score and points deducted highlight an area of concern without impacting the score.

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II. Content: (Instructors determine each element of the content they wish to grade and the point scale for each. Total points are calculated at the end and can be added to the score for delivery.)

	4	3.5	3	2.5	2	1.5	1	0
Element 1:								

Comments:

	4	3.5	3	2.5	2	1.5	1	0
Element 2:								

Comments:

	4	3.5	3	2.5	2	1.5	1	0
Element 3:								

Comments:

	4	3.5	3	2.5	2	1.5	1	0
Element 4:								

Comments:

	4	3.5	3	2.5	2	1.5	1	0
Element 5:								

Comments:

	4	3.5	3	2.5	2	1.5	1	0
Element 6:								

Comments:

Total Points: ___ / ___