

Speaker Assessment

Speaker's Name _____ Reviewer's Name _____ Date _____
Speech Assignment # _____ Topic is _____

Y___ N___ Demonstrated by the organization of ideas and the delivery of the message a clear understanding of the kind of speech assigned and the needs of the audience.

Y___ N___ Demonstrated clear understanding of the audience's interests /beliefs/needs, experiences, relevant demographics and education levels.

Y___ N___ Conformed to the time limit of the assignment.

Please mark all assessment areas below: Remember the (?) means you are not sure that the specific competency area was present in the speech.

Speaker had

Y___ N___ ?___ a clear specific purpose, **Name it** _____

Y___ N___ ?___ **attention getter/grabber** : **Name it** _____

Y___ N___ ?___ clear preview of 2-3 Big Ideas.

Speaker had

Y___ N___ ?___ a identifiable introduction,

Y___ N___ ?___ a body of not less than two to three key points/ideas,

Y___ N___ ?___ required number of oral citations of supporting evidence for own ideas,

Y___ N___ ?___ transitions that helped guide the listener to understanding message.

Y___ N___ ?___ identifiable conclusion / summary of message

Speaker demonstrated:

Y___ N___ ?___ reasonable eye contact, _____% of time in direct contact with audience

Y___ N___ ?___ good posture

Y___ N___ ?___ natural gestures appropriate to enhancing, emphasizing the message

Y___ N___ ?___ appropriate appearance for occasion and audience

Y___ N___ ?___ use of appropriate and effective presentation aids that improved audience understanding of message

Y___ N___ ?___ natural, conversational style

Y___ N___ ?___ distracting errors in grammar, pronunciation, and language .

From assessment list above:

Name, describe and explain at least two areas the speaker was successful at saying or doing in the speech today. BE SPECIFIC. Use key words + sentences

Name, describe and explain at least two areas the speaker can improve upon in organizing, preparing and delivering the next speech. BE SPECIFIC.