Oral Communications

Goal: Our students will have oral communication skills that will help them to be work ready.

Objective: Students will be able to select content for, as well as organize and deliver, an effective oral communication.

TRAITS	Needs Improvement 0 - 1	Acceptable 2 - 3	Exemplary 4 - 5	Score
CONTENT	Presenter did not provide enough relevant information to the audience in the presentation.	Presenter did a satisfactory job of presenting relevant information to the audience in the presentation.	Presenter did an excellent job laying out the facts to be discussed and addressing them all in a professional manner.	
ORGANIZATION	Presenter does not follow logical/appropriate sequence (e.g., jumps around in presentation) in presenting information, with little or no elaboration.	Presenter follows logical sequence, but fails to elaborate sufficiently.	Presenter follows logical sequence and provides sufficient explanations/elaboration.	
EYE CONTACT	Presenter reads most of report; makes very little, if any, eye contact with audience.	Presenter maintains eye contact with audience some of the time, but frequently returns to notes.	Presenter seldom returns to notes, maintaining eye contact with audience throughout the presentation.	
DELIVERY	Presenter does not speak clearly and/or cannot be heard in the back of the room. Presenter makes several major grammatical errors, and mispronounces some terms.	Presenter sometimes speaks clearly and/or loud enough to be heard in the back of the room, makes some grammatical errors, and pronounces some terms incorrectly.	Presenter speaks clearly and/or loud enough to be heard in the back of the room, makes no grammatical errors, and pronounces all terms correctly and precisely.	

Student Name:_____

Evaluator:_____ **Date:**_____

Evaluator Notes/Comments: