

## Oral Report Grading Rubric

Names \_\_\_\_\_

Report Title: \_\_\_\_\_

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>Score</b>
	<b>Beginning or incomplete</b>	<b>Developing</b>	<b>Accomplished</b>	<b>Exemplary</b>	
<b>Organization</b>	Audience cannot understand presentation because there is no sequence of information. The presentation is significantly too long or too short	Audience has difficulty following presentation because student jumps around. The presentation is too long or too short	Presenters present information in logical sequence which audience can follow. The presentation is barely too long or too short.	Presenters present information in logical, interesting sequence which audience can follow. The presentation is the right amount of time.	
<b>Presentation Content</b>	Presenters do not have grasp of information. Presenters cannot answer many of the questions asked by the audience.	Presenters are uncomfortable with information. Presenters can answer only a few of the questions asked by the audience.	Presenters are at ease with information. Presenters can answer most of the questions asked by the audience.	Presenters fully understand the information. Presenters can and do answer all of the questions with confidence.	
<b>Visual Aids</b>	Presenters use superfluous graphics or no graphics. Slides themselves are not readable and consistently contain too much or too little information.	Presenters occasionally use graphics that rarely support text and presentation. Slides are hard to read or understand and typically contain too much or too little information.	Presenter's graphics relate to text and presentation. Slides are readable and understandable and they sometimes contain too much or too little information.	Presenter's graphics explain and reinforce screen text and presentation. It is obvious what information the slide is trying to convey. The slides contain the right amount of information.	
<b>Mechanics</b>	Presentation has four or more spelling errors and/or grammatical errors.	Presentation has three misspellings and/or grammatical errors.	Presentation has no more than two misspellings and/or grammatical errors.	Presentation has no misspellings or grammatical errors.	
<b>Eye Contact</b>	Presenters read all of report with no eye contact.	Presenters occasionally use eye contact, but still read most of report.	Presenters maintain eye contact most of the time but frequently return to notes.	Presenters maintain eye contact with audience, seldom returning to notes.	
<b>Delivery</b>	Presenters mumble, incorrectly pronounce terms, and speaks too quietly for students in the back of class to hear. Presenters do not engage the audience.	Presenter's voice is low. Presenter incorrectly pronounces terms. Audience members have difficulty hearing presentation. Student sometimes engage the audience	Presenter's voice is clear. Presenters pronounce most words correctly. Most audience members can hear presentation. Presenters generally engage the audience.	Presenter uses a clear voice and correct, precise pronunciation of terms so that all audience members can hear presentation. Audience is fully engaged.	
			Total (24 points maximum)		

Notes: