

Suggested Rubric for Student Presentations

by Dr. Mary McKemy

**The following rubric is meant as a guideline to help you prepare for oral presentations.
The categories listed here do not represent requirements for any given class or presentation assignment.*

	Excellent	Average	Poor
Content	Content is exceptionally rich and shows a very deep level of thought	Content is strong and shows depth of thought	Content is weak and shows little depth of thought
Structure	The content is organized logically with fluid transitions that capture and hold the audience's attention through the presentation	The organization of the content is adequately organized; transitions are evident	The content lacks organization; transitions are missing or abrupt and distracting
Appearance	Business formal dress and well-groomed	Business formal dress	Casual dress and/or lack of grooming
Body Posture / Eye Contact	Stands straight & still. Uses purposeful & natural gestures that compliment the message. Maintains eye contact with audience, seldom returning to notes	Stands still but uses minimal meaningful gestures. Maintains eye contact most of the time but often returns to notes	Posture or movement interferes or distracts from presentation. Little or no eye contact
Language / Articulation	Word choice is excellent and appropriate for the audience. Avoided slang and "ums," "ers," and "likes." Exceptional enunciation and pronunciation throughout the presentation.	Good word choice, although some words could be better chosen. Avoided slang and "ums," "ers," and "likes." Enunciates & pronounces clearly & accurately with only minimal distractions.	Very poor choice of words. Audience is confused. Inappropriate words used. Enunciation and/or pronunciation are creating distractions.
Volume / Inflection / Pacing	Able to vary volume to fit any size audience. Speaks with vocal expression & enthusiasm to create interest & attention. Varies rate & pauses for natural effect throughout presentation.	Speaks loudly enough to be heard by most audience members. Speaks with some vocal expression or enthusiasm. Uses appropriate rate but may have some pauses that have no real purpose	Cannot be heard. Speaks with little or no expression or enthusiasm. Rate causes confusion for audience.
Visuals	Graphics explain and reinforce screen text and presentation; information is easily readable	Graphics relate to text and presentation; information is easily readable	Superfluous use of graphics or no graphics; information is difficult to read
Handout	Exceptionally well-prepared overview of presentation	Handout of overview of presentation	No handout
Creativity	Very original presentation of material; captures the audience's attention.	Some originality apparent; good variety and blending of materials / media.	Repetitive with little or no variety; insufficient use of materials / media
Confidence	Confidence is exceptional and contagious	Confidence is good	Lack of confidence
Length	Excellent use of time allotted, leaving 1-2 minutes for questions	Average use of time, no time for questions or more than 3 minutes for questions	Considerably under or over the time limit