

### Presentation Rubric

|                     | <b>Professional</b>  | <b>Adequate</b>   | <b>Needs Work</b>  | <b>You're Fired</b>  | <b>Grade</b> |
|---------------------|--|---|--|--|--------------|
| <b>Content</b>      | Full grasp (more than needed) of material in initial presentations and in answering questions later.                 | Solid presentation of material and answers all questions adequately but without elaboration.                              | Less than a full grasp of the information revealed rudimentary presentation and answers to questions.      | No grasp of information, some misinformation, and unable to answer questions accurately.               |              |
| <b>Organization</b> | Information is presented in a logical interesting sequence that is easy for the audience to follow.                  | Information is presented in a logical sequence that is easy for the audience to follow but a bit dull.                    | Presentation jumps around a lot and is not easy to follow although it is possible.                         | Audience cannot follow presentations because it follows no logical sequence.                           |              |
| <b>Graphics</b>     | Graphics explain and reinforce the rest of the presentation.   | Graphics relate to the rest of the presentation.  | Graphics are too few or not sufficiently related to the rest of the presentation.                          | Graphics are either not used or are superfluous.   |              |
| <b>English</b>      | No misspelled words or grammatical errors.   | No more than two misspelled words or grammatical errors.  | Three misspelled words or grammatical errors   | Four or more misspelled words or grammatical errors.   |              |
| <b>Elocution</b>    | Speaks clearly, correctly, and precisely, loud enough for audience to hear and slowly enough for easy understanding. | Speaks clearly, pronounces most words correctly, loud enough to be easily heard, and slow enough to be easily understood. | Speaks unclearly, mispronounces may major terms, and speaks too softly or rapidly to be easily understood. | Mumbles, mispronounces most important terms, and speaks too softly or rapidly to be understood at all. |              |
| <b>Eye Contact</b>  | Eye contact constant; minimal or no reading of notes.  | Eye contact maintained except when consulting notes, which is too often.  | Some eye contact, but mostly reading from notes.   | No eye contact; reads from notes exclusively.  |              |

Adapted from Stevens, D. and Levi, A., *Introduction to Rubrics*. Virginia: Stylus Publishing, 2005. Figure 6.3, print.