

Oral Presentation Grading Rubric:

Name: _____

Category (Possible Score)	No Evidence	Does not Meet Standard	Nearly Meets Standard	Meets Standard	Exceeds Standard	Instructor Score
Title (2)	Absent 0	Evidence of two or less 0	Evidence of three 1	Evidence of four 1	Title – can assess main point from title alone; Name, Date, Course, Neatly finished-no errors. 2	
Organization and Development (15)	No evidence of structure or organization 1 - 4	Little evidence of structure or organization. 5 - 8	Organization of ideas not fully developed. One or more sections out of place or missing. No transitions. 9 - 11	Structured development present but not perfected. Evidence of three. 12 - 13	Logical sequencing of ideas; An outline overviews the content and ordering of the presentation. Sections clearly defined and developed. Smooth transitions between sections. 14 - 15	
Technical Content (25)	No analysis evident. 1 - 12	The presenter has little clue what they are talking about. 13 - 16	Sketchy: may have left out important points, improper methods used, lacks presentation of results and interpretation of them; no original tables or figures presented. 17 - 18	Presentation lacks adequate detail, but communicates a few key points using appropriate analysis methods. Main results presented and interpreted. One or more original tables or figures. 19 - 21	Presentation focused on communicating a few key points. Appropriate analysis methods used with correct results. Methods explained clearly but not in overwhelming detail. Focus on problem description, solution approach, results, and results interpretation. Visual aid(s) include one or more original tables or figures. 22 - 25	
Visuals (20)	No visuals used. 1 - 8	Numerous and distracting errors in visuals that prevent audience from understanding multiple points. 9 - 12	With some errors in visuals although errors do not distract from understanding. Visuals could be improved by being more meticulous. 13 - 15	Almost no errors in visuals including consistent fonts and colors scheme, significant figures and units, referencing, and correct formatting for tables, figures, and equations. Little or no extraneous information or text. 16 - 17	Visuals are professional, neat, readable, and reduced to essential points. Use consistent fonts + color scheme, significant figures, and units. All visual information presented is verbally explained and digestible by audience. Figures, tables, and equations presented in correct format for presentations. Information from outside sources is referenced. 18 - 20	

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Speaking and Presentation (20)	NA 1 - 8	Presenter's voice is often difficult to understand. Little or no eye contact. Could be improved with prior practice or rehearsal. 9 - 12	One or more of presenter's voice volume, enunciation, and pacing, or nervousness, lack of eye contact, or mannerisms prevent audience from understanding multiple main points. 13 - 15	Presenter's voice volume, enunciation, and pacing are generally good. If present, infrequent presenter nervousness, failure to make eye contact, or mannerisms do not detract from audience understanding of key point(s). 16 - 17	Presenter's voice is at right volume, enunciation is clear and at a steady, digestible pace. Presenter seems poised, comfortable, maintains eye contact with audience, is easy to follow, and exhibits no distracting mannerisms. Presentation is smooth, practiced, appears effortless, and stays within allotted time. 18 - 20	
Conclusions (9)	Absent 0	Incomplete and/or not focused. 4 - 5	The conclusion does not adequately restate the main findings. 6	The conclusion restates the main findings. 7	Effectively restates the thesis, main findings, and content covered. 8 - 9	
Questions and Answers (9)	No time left for questions. 1 - 3	Insufficient time left for questions and/or questions not answered. 4 - 5	Some time left for questions and evidence of two. 6	At least 2 minutes left for audience questions and evidence of two. 7	At least 2 minutes left for audience questions. Question restated if inaudible or unclear. Answer provided, or if answer not known, presenter says so. If no questions are forthcoming, presenter prods audience for questions. 8 - 9	
TOTAL (100)						