



# INFORMATION SPEECH EVALUATION

Speaker \_\_\_\_\_ Hour \_\_\_\_\_

Topic \_\_\_\_\_ Date \_\_\_\_\_

	EXCELLENT	GOOD	SATISFAC	NEEDS IMP	NOTES
<b>INTRO</b> Attention Getter Purpose Preview 3 main points	10	8	7	6	
<b>BODY</b> Logical Organization Point 1, Point 2 Internal Summary Point 3	10	8	7	6	
<b>Supportive Materials (7)</b>	10	8	7	6	
<b>CONCLUSION</b> Review Link to Capture Final Punch	10	8	7	6	
<b>VOCAL DELIVERY</b> Volume Rate/Pace Articulation Enthusiasm Avoid Fillers	20	17	15	13	
<b>PHYSICAL DELIVERY</b> Dressed Appropriately Avoided Mannerisms Facial Expressions Eye Contact	20	17	15	13	
<b>VISUAL AID</b> Handled materials well Neat and Visible Well Prepared Appropriate for Topic Min of 2 visual aids (2 types)	10	8	7	6	
<b>TIME LIMIT (5-7 min)</b>	10	8	7	6	