

# Auburn Senior High School

## 2009-10 Senior Presentation Skills Evaluation Rubric

Student Name: \_\_\_\_\_

Date: \_\_\_\_\_

Evaluator Name: \_\_\_\_\_

Time: \_\_\_\_\_

**Directions:** Students are expected to meet standard levels in each of the following domains for their presentations. Familiarize yourself with the description for each domain. To your best ability, evaluate the student in each area using the meets standards descriptions and points as your guide. Less points may be given in a category if student doesn't fully meet all requirements, or more points may be given (exceeds) if they surpass the basic expectations. Circle the point value that best reflects the student's performance. Students may only score in exceeds standard if they have met standard in that category.

Presentation Domain	Unprepared		Approaching Standard			Meets Standard			Exceeds Standard <small>(has met standard and excelled further)</small>
	0	1	2	3	4	5			
<b>Introduction</b>					* Gains panel attention * Greets panel * Introduces self * Initiates hand shake(s) * Maintains good eye contact * Provides personal description * Explains purpose of presentation				
<b>Appearance</b>	0	2	4	5	6	7	8	9	10
					* Interview ready: clean, well-groomed, clothing acceptable for presentation * presents a professional demeanor				
<b>Poise</b>	0	2	4	5	6	7	8	9	10
					* Good posture * maintains eye contact * Displays confidence * appears enthusiastic and sincere * avoids fidgeting and nervous giggle				

<b>Communication Skills</b>	0      2      4	5      6      7	8      9      10					
			<ul style="list-style-type: none"> <li>*Clear speech: easily heard and understood</li> <li>*Proper grammar (no slang)</li> <li>*even pacing, not rushed or stalling to extend presentation time</li> <li>*shows preparation and practice</li> <li>*maintains positive attitude throughout</li> </ul>					
<b>Presentation Skills</b>	0      2      4	5      6      7	8      9      10					
			<ul style="list-style-type: none"> <li>*smooth use of technology; smoothly transitions between Powerpoint and speech</li> <li>* doesn't read slides or notes, though s/he may glance at them occasionally</li> <li>*shows preparation and practice</li> </ul>					
<b>Conclusion</b>	0      1	2      3	4      5					
			<ul style="list-style-type: none"> <li>*Concludes in a thoughtful, planned manner</li> <li>*Wraps up/summarizes information</li> <li>*asks for and answers questions</li> <li>*Thanks panel</li> </ul>					
<b>TOTAL POINTS:</b> _____	<table style="width: 100%; border: none;"> <tr> <td style="width: 25%; text-align: center;">Unprepared 0-18</td> <td style="width: 25%; text-align: center;">Approaching Standard 19-34</td> <td style="width: 25%; text-align: center;">Meets Standard 35-50</td> <td style="width: 25%; text-align: center;">Exceeds Standard (Distinguished) 50+</td> </tr> </table>				Unprepared 0-18	Approaching Standard 19-34	Meets Standard 35-50	Exceeds Standard (Distinguished) 50+
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**Notes** (not seen by student):