

Name _____

SELF – INTRODUCTION SPEECH EVALUATION FORM

Speaker is evaluated on each point as being:

(A) Superior, (B) Exceeds Expectations, (C) Meets Requirements, (D) Needs Improvement, and (F) Unsatisfactory

INTRODUCTION		General Comments:
Gains audience interest and attention	A B C D E F	
Relates topic to audience (N/A)	A B C D E F	
Establishes credibility (N/A)	A B C D E F	
Previews main points of speech	A B C D E F	
BODY		
Main points and sub-points clear	A B C D E F	
Organized well	A B C D E F	
Transitions and flow	A B C D E F	
Variety of stories and examples used	A B C D E F	
CONCLUSION		
Transition signal to end	A B C D E F	
Review of main points	A B C D E F	
Call to action	A B C D E F	
Memorable ending	A B C D E F	
DELIVERY		
Uses vocal variety/speaks clearly	A B C D E F	
Genuine (natural, not stiff) and enthusiastic	A B C D E F	
Maintains eye contact	A B C D E F	
Posture, gestures, and movement	A B C D E F	
Uses pauses effectively	A B C D E F	
Well-rehearsed and smooth	A B C D E F	
Uses extemporaneous style	A B C D E F	
Appropriate attire and appearance	A B C D E F	
OVERALL EVALUATION		
Speech focuses on speaker, not object	A B C D E F	
Relates and adapts to the audience	A B C D E F	
Meets time requirement (2 – 3 minutes)	A B C D E F	
Follows outline format & speech requirements	A B C D E F	
VISUAL AID (OBJECT)		
Uses visual aid effectively during speech	A B C D E F	