

ORAL COMMUNICATION RUBRIC					
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<b>Purpose</b>	Purpose is clear and aligned to the problem	Purpose is either not clear OR not aligned to the problem	Purpose is somewhat clear AND somewhat aligned to the problem	Purpose is not clear AND not aligned to the problem	Student did not state the purpose.
<b>Preparedness</b>	Student is completely prepared and has obviously rehearsed.	Student seems prepared but might benefit from a couple more rehearsals	Student seems to be somewhat unprepared to present	Student does not seem prepared to present.	Students portion of the presentation is extremely short or missing because of lack of preparation.
<b>Organization</b>	The ideas are organized logically to support the purpose or argument. They flow smoothly from one to another and are clearly linked to each other. The listener is deeply engaged and processes the information at a high level.	The ideas are organized logically to support the purpose or argument. They flow smoothly from one to another and are clearly linked to each other. The listener can follow the line of reasoning.	In general, the ideas are arranged logically, although occasionally ideas fail to make sense together. The listener is fairly clear on what the speaker is saying.	The ideas are not logically organized. Frequently, ideas fail to make sense together. The listener cannot identify a line of reasoning and loses interest.	The ideas are not logically organized. Ideas fail to make sense together. The listener cannot identify a line of reasoning and loses interest.
<b>Speech and Tone</b>	The tone is consistently professional and appropriate. Presenter speaks clearly and distinctly without fail and mispronounces no words.	The tone is not consistently professional and appropriate most of the time. Presenter speaks clearly and distinctly most of the time and mispronounces only a few words.	The tone is unprofessional in many instances. Speaker mumbles and cannot be understood OR mispronounces some words.	The tone is unprofessional. Speaker mumbles and cannot be understood OR mispronounces many words.	The tone is completely unprofessional and speaker is difficult to understand.
<b>Eye contact</b>	Makes eye contact with the ENTIRE audience over 90% of the presentation. Does NOT read off of the screen or note cards.	Makes eye contact with most of the audience at least 75%, but not more than 90% of the presentation. Rarely reads off of the screen or note cards.	Makes eye contact with most of the audience less than 75%, but more than 50% of the presentation. Reads directly off of the screen or note cards.	Makes eye contact with most of the audience less than 50% of the presentation. Reads directly off of the screen or note cards most of the time.	Makes virtually no eye contact with and reads directly off of the screen or note cards nearly the entire time.
<b>Body language</b>	None of the students' body language (facial expression, hand gestures, posture) distracts from the tone of the information.	Students' body language (facial expression, hand gestures, posture) is somewhat distracting from the tone of the information.	Students' body language (facial expression, hand gestures, posture) distracts from the tone of the information.	Students' body language (facial expression, hand gestures, posture) distracts greatly from the tone of the information.	Students body language is completely inappropriate.
<b>Pacing/ Timing</b>	Pacing is appropriate AND presentation falls within required time period.	Pacing is appropriate BUT presentation does not fall within the required time period OR pacing is not appropriate but presentation does fall within the required time period.	Pacing is somewhat appropriate BUT presentation does not fall within the required time period (or vice versa)	Pacing is not appropriate AND presentation does not fall within the required time period.	Pacing and timing are completely inappropriate (way too long or too short).
<b>Visual display</b>	Visual display of text, pictures, charts and graphs conveys a professional tone.	Most visual display of text, pictures, charts and graphs convey a professional tone.	Some visual displays of text, pictures, charts and graphs convey an unprofessional tone.	Visual display of text, pictures, charts and graphs does not convey a professional tone OR Visual display is missing necessary text, pictures, charts, and graphs.	Visual display is nonexistent or completely inappropriate.