

Rubric for Oral Presentation

General Education knowledge area: Basic Communication – Oral

SUNY learning outcome: Develop proficiency in oral discourse

Rubric type: Holistic

Score	Criteria
Exceeds	<ul style="list-style-type: none"> Speech is well structured, with attention to flow, content, and audience; also appropriately timed for the given situation Excellent use of gestures, facial expression; fluidly moves before the audience as though to reach out to them personally. Uses visual aids judiciously and only when they add to ideas communicated during the speech Able to recover from any unanticipated event or reaction, maintaining smooth flow of presentation Continually scans the audience, maintaining eye contact, and using audience reaction to adjust or adapt speech on an ongoing basis. General appearance: Extremely relaxed, very confident, charismatic, dynamic Impact of speech: Audience truly moved and/or influenced and desires continued interaction with speaker upon completion of speech; audience exhibits enthusiastic response to speaker, leaning forward to engage themselves with the speaker
Meets	<ul style="list-style-type: none"> Speech carefully constructed with clear beginning, middle, and end; some attention to audience characteristics in its design Gestures from time to time and moves in order to add some variety Aware of audience, though audience reactions rarely lead speaker to alter planned course of speech Utilizes visual aids to add variety, though still exhibits some overdependence on them and/or doesn't include them purely for purposes of audience enlightenment Delivery is smooth enough and well-planned, but not as spontaneous in appearance as that of the advanced public communicator General appearance: Competent and reasonably comfortable Impact of speech: Audience responds well, if not enthusiastically; feels comfortable in presence of speaker and considers what speaker has to say even if not in full agreement
Approaches	<ul style="list-style-type: none"> Speech is reasonably well organized and has valuable content, but delivery still needs work Has moments of fluent speech, but still gets flustered or otherwise demonstrates disfluencies Stands stiffly, uses few if any gestures, and rarely moves from a single spot Still has difficulty filling available minimum time for speech Avoids eye contact with audience Occasionally depends on physical items, notes, or visual aids as a crutch General appearance: Manages to complete speech but appears thankful when speech is over Impact of speech: Audience sits and listens politely but is generally unmoved by speech
Does not meet	<ul style="list-style-type: none"> Speech content of little concern since speaker's discomfort with situation overshadows all else Stutters and stammers throughout presentation Fidgets constantly Does not fill up minimum speech time Has little eye contact with audience; often looks to instructor for help Totally dependent upon notes or visual aids; reads rather than speaks Uses physical objects as a crutch (e.g., podium, pen, etc.) General appearance: entirely unsure of self and lacking in confidence Impact of speech: Audience feels helpless as speaker strains with great effort

