

Navigate Your Future Presentation Rubric

Organization

Indicator	Excellent	Good	Fair	Needs Improvement	Not Demonstrated
Greeting <i>Guides the audience into the topic</i>	4	3	2	1	0
Outline <i>Identifies the main points of the presentation</i>	4	3	2	1	0
Purpose <i>The presentation is focused and relevant to the topic</i>	4	3	2	1	0
References <i>References come from current and meaningful sources that enhance the presenter's arguments</i>	4	3	2	1	0
Conclusion <i>Emphasizes the topic's main points</i>	4	3	2	1	0
Organization Subtotal (20)					

Verbal Delivery

Indicator	Excellent	Good	Fair	Needs Improvement	Not Demonstrated
Accuracy/Completeness <i>States major points accurately; Does not omit major points</i>	4	3	2	1	0
Appropriateness <i>Uses language appropriate for the audience</i>	4	3	2	1	0
Conciseness <i>Presents information in an understandable yet direct manner</i>	4	3	2	1	0
Sequence <i>Conveys information in a logical and meaningful sequence; easy to follow</i>	4	3	2	1	0
Tone <i>Appropriate speaking voice; maintains a comfortable pace; uses pauses effectively</i>	4	3	2	1	0
Verbal Delivery Subtotal (20)					

Nonverbal Delivery

Indicator	Excellent	Good	Fair	Needs Improvement	Not Demonstrated
Appearance <i>Dresses in a manner appropriate for the presentation</i>	4	3	2	1	0
Enthusiasm/Confidence <i>Conveys a sense of confidence in knowledge of information</i>	4	3	2	1	0
Eye Contact <i>Directs eyes towards the audience for most of the presentation</i>	4	3	2	1	0
Gestures <i>Uses hands as appropriate to convey meaning</i>	4	3	2	1	0
Movement <i>Displays appropriate, relaxed movement during the presentation; avoids excessive shifts; avoids excessive stiffness</i>	4	3	2	1	0
Nonverbal Delivery Subtotal (20)					

Total (60)	
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Comments: