

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; (F) Unsatisfactory

		GENERAL COMMENTS
INTRODUCTION		
Gained audience interest and attention	A B C D F	
Related topic to audience	A B C D F	
Established credibility	A B C D F	
Previewed body of speech	A B C D F	
BODY		
Main points and sub points clear	A B C D F	
Organized well	A B C D F	
Transitions and flow	A B C D F	
Variety of stories and examples use	A B C D F	
CONCLUSION		
Transition signal of end	A B C D F	
Summary	A B C D F	
Call to action	A B C D F	
Memorable ending	A B C D F	
DELIVERY		
Uses vocal variety (speaks clearly)	A B C D F	
Genuine (natural not stiff) and enthusiastic	A B C D F	
Maintained eye contact	A B C D F	
Posture, gestures, movement	A B C D F	
Uses pauses effectively	A B C D F	
Well-rehearsed and smooth	A B C D F	
Used extemporaneous style	A B C D F	
Appropriate attire and appearance	A B C D F	
OVERALL EVALUATION		
Speech focuses on speaker, not object	A B C D F	
Related and adapted to audience	A B C D F	
Completed within time limit (3 to 4 minutes)	A B C D F	
Follows outline format & speech requirements	A B C D F	
VISUAL AID		
Visual aid used effectively	A B C D F	