

Presenter's title/activity _____

Date _____

<i>CATEGORY</i>	<i>WHAT WAS GOOD AND SUGGESTIONS FOR IMPROVEMENT</i>
OPENING (Attention-getting, led into topic)	
BODY OF SPEECH (Logical flow, points supported w/examples)	
TRANSITIONS (Smooth, easy to follow)	
CONTENT (Original, interesting, meaningful)	
CONCLUSION (Effective, dramatic, impacting)	
PREPARATION (Research, organization rehearsal)	
ACHIEVED OBJECTIVES (Based on assigned speech & intro)	
MANNER (Confident, sincere, enthusiastic)	
PHYSICAL ACTIONS (Gestures, body movements, eye contact)	
VOICE (Volume, variety, tone, speed)	
LANGUAGE & WORD PICTURES (appropriate)	
HUMOR (clean, appropriate, audience reaction)	
VISUALS/ HANDOUTS/ PROPS (professional, impacting, easy to see)	

This evaluation was written by _____ Phone # () _____ Email _____