

Appendix A

Grading Rubric for Presentation Skills

	Low Score (1 pt.)	Average Score (2pts.)	High Score (3 pts.)
1. Eye Contact	The student has little or no eye contact with the audience.	The student has some good eye contact with the audience but it is neither sustained throughout the presentation nor equally directed at all audience members.	The student has excellent eye contact throughout the entire presentation, with all audience members for approximately an equal amount of time.
2. Gestures	The student uses few or no gestures.	The student uses some good gestures but often talks without them.	The student uses many good gestures to emphasize points and make the presentation livelier.
3. Voice Volume	Most of the student's message is difficult to hear clearly.	Some words or sentences are difficult to hear clearly.	The student's message is easy to hear.
4. Speaking Fluency	The talking pace is not steady. The student takes long pauses in between words, indicating lack of preparation.	The talking pace is mostly steady. The student may talk in an unnaturally fast way that is somewhat difficult to understand.	The presentation is done at a steady talking pace with no major pause. It is clear that the student prepared well for the talk.

Appendix B

Name _____

Fill in the following for each presentation that you listen to:

Name of Presenter _____ **Name of Person** _____

The most important/interesting thing I learned is: _____
_____.

Name of Presenter _____ **Name of Person** _____

The most important/interesting thing I learned is: _____
_____.

Name of Presenter _____ **Name of Person** _____

The most important/interesting thing I learned is: _____
_____.

Name of Presenter _____ **Name of Person** _____

The most important/interesting thing I learned is: _____
_____.

Name of Presenter _____ **Name of Person** _____

The most important/interesting thing I learned is: _____
_____.

Name of Presenter _____ **Name of Person** _____

The most important/interesting thing I learned is: _____
_____.

Name of Presenter _____ **Name of Person** _____

The most important/interesting thing I learned is: _____
_____.

Name of Presenter _____

Name of Person _____

The most important/interesting thing I learned is: _____

_____.

Name of Presenter _____

Name of Person _____

The most important/interesting thing I learned is: _____

_____.

Answer the following questions after all of the presentations have finished:

1) Whose presentation was the most interesting for you and why?

2) Who taught you something surprising that you will not soon forget? What was it?

3) Who had good presentation skills? What did they do well?

4) Which presentation skills did you do well?

5) Which presentation skills do you need to improve for next time?