

Evaluating a Speech

When evaluating a speaker, especially an experienced one, consider the following:

Organization and Content:

- Opening Body Conclusion
- Logic Flow Use of humor
- Preparation Sincerity Credibility
- Emotional Impact Persuasiveness
- Clarity of message/ideas Aroused interest
- Comfort with topic Effectiveness
- Appropriate to audience Use of Time
- Rational vs. emotional content

Gestures and Body Language:

- Relaxed/Natural Varied
- Facial expressions Eye contact
- Use of hands Use of space
- Body Movements Posture
- Appropriate to audience/content/message
- Extraneous gestures

Vocal Variety:

- Volume Pitch Rate
- Tone Articulation Pauses
- Relaxed/Natural Varied
- Support of message Heard clearly
- Appropriate to audience/content/message

Words and Language:

- Created a picture Persuasiveness
- Emotional impact Grammar
- Easy to understand Use of jargon
- Appropriate to audience/content/message

Use of Props, Handouts or Technology:

- Visibility Use Relaxed/Natural
- Appropriate to audience/content/message

Research:

- Preparation, research Knowledge
- Facts supported content/message
- Appropriateness to audience

Other:

- Strong points of speech Appearance