

Student Name: _____

Student ID: _____

Date: _____ Total Score = _____ /20

ORAL PRESENTATION EVALUATION - EAP 2



Criteria	Score	Criteria Description
Structure and Planning	4	Topic introduced with confidence and enthusiasm. Purpose and structure of presentation with approach to topic clearly indicated. A statement of outcomes of presentation and instructions for participation given to audience.
	3	Topic clearly introduced with purpose of presentation stated. Supporting ideas effectively organised, with a variety of linking devices and signposting. Listeners are given a clear idea of the main thesis and supporting or associated ideas.
	2	Topic clearly introduced with purpose of presentation stated. Supporting ideas adequately developed. A range of linking devices used appropriately... Listeners have a general idea of the main thesis and supporting ideas
	1	Topic introduced. Supporting ideas developed adequately with simple linking devices. Inconsistent approach to explaining main thesis and supporting ideas.
Language (Vocabulary, Sentence Structure and Grammar)	4	Wide range of vocabulary used appropriately and with flexibility in the presentation and when responding to audience questions. Occasional minor problems with use of language in more complex sentences.
	3	Appropriate range of vocabulary. Some minor problems with use of language in more complex sentences.
	2	Appropriate range of vocabulary. Some minor problems with use of language in simple sentences..
	1	Adequate range of vocabulary. A number of grammar errors may be present in sentences, but they do not impede communication.
Voice, clarity, pace, fluency	4	Ideas expressed in own words with natural reference to prompts /notes as appropriate. Pace and volume vary to heighten interest of audience. Timing accurate. Pronunciation, stress and intonation highlight main ideas
	3	Ideas mostly expressed in own words with minimal but appropriate reference to prompts /notes. Pace and volume sufficiently consistent to maintain interest of audience. Timing appropriate. Pronunciation easy for the listeners to understand.
	2	Ideas mostly expressed in own words. Some reference to prompts /notes when necessary. Pace and volume mostly appropriate. Pronunciation mostly clear. Timing appropriate.
	1	Attempts to express ideas in own words but may not always be successful. Reliance on prompts /notes to explain more complex vocabulary or ideas. Pace and volume may be inconsistent, but do not cause strain on the listeners. Pronunciation mostly clear with occasional sounds creating difficulty for the listeners. Timing within acceptable limits.
Visual Support materials	4	A range of visual aids used to add interest to the presentation and clarify key points. Number of slides and quality of materials appropriate
	3	A range of visual aids used to support the topic and increase interest for the audience. Number of slides and quality of materials appropriate.
	2	A range of visual aids used to support the topic. Number of slides and quality of materials appropriate.
	1	Some visual aids used to support the topic and the quality of materials was appropriate,
Answering Questions from Audience	4	Consistently provides comprehensible and relevant answers to questions on a range of issues related to the topic without too much hesitation. Demonstrates a clear understanding of the topic. .
	3	Mostly provides comprehensible and relevant answers to audience questions. Demonstrates a clear understanding of topic.
	2	Attempts to answer most audience questions. Demonstrates appropriate understanding of topic.
	1	Occasionally able to answer a simple audience question. Demonstrates a basic understanding of topic.

Teacher Comments