

MTSU Computer Science Oral Presentation Rubric

Name of Presenter: _____

Name of Evaluator: _____

Date of Presentation: _____

	Unsatisfactory	Satisfactory	Exceeds Expectations
Organization of presentation	<ul style="list-style-type: none"> Poor organization or ill-defined main points impeding audience understanding. <input type="checkbox"/> 	<ul style="list-style-type: none"> Clearly defined main points but may lack smooth transitions. <input type="checkbox"/> 	<ul style="list-style-type: none"> Organized with main points well stated and argued. <input type="checkbox"/> Smooth transitions. Clear introduction stating presentation objectives. Clear summary of key points.
Effectiveness of presentation media	<ul style="list-style-type: none"> Multiple spelling errors, illegible text, no demarcation of lists, or no relevant multi-media. <input type="checkbox"/> 	<ul style="list-style-type: none"> No more than two spelling errors exist in the slides. <input type="checkbox"/> Uses bullets or numbers for a list. Normal text is large enough to be read at the back of the room. Uses contrasting colors (light on dark or dark on light). Uses relevant multi-media such as clip arts, photographs, graphs, tables, charts, or animation. 	<ul style="list-style-type: none"> Contains the presentation title and the name of the presenter. <input type="checkbox"/> No spelling errors exist in the slides. Uses bullets or numbers for a list. Avoids all-capitals except when emphasizing. Normal text is large enough to be read at the back of the room. Uses colors for emphasis. Uses contrasting colors (light on dark or dark on light). Uses relevant multi-media such as clip arts, photographs, graphs, tables, charts, or animation.
Speaker Delivery	<ul style="list-style-type: none"> Reads the slides or notes throughout the presentation, does not finish main points within allotted time, cannot be understood, or excessive distracting behavior. <input type="checkbox"/> 	<ul style="list-style-type: none"> Occasionally “reads” slides or notes. <input type="checkbox"/> Finishes main points within allotted time. Speaks loudly enough to be heard, clearly enough to be understood, and slowly enough for the audience to keep up. Minimal distracting behavior. 	<ul style="list-style-type: none"> Occasionally “glances at” slides or notes. <input type="checkbox"/> Presents main points and conclusion within allotted time. Speaks loudly enough to be heard, clearly enough to be understood, and slowly enough for the audience to keep up; use voice inflection for emphasis. No distracting behavior. Signals the end (avoid ending a presentation abruptly).
Relating to audience	<ul style="list-style-type: none"> No or little eye contact with the audience, directs words only to one area of the room, or cannot answer questions asked by audience. <input type="checkbox"/> 	<ul style="list-style-type: none"> Maintains eye contact with more than one part of the audience. <input type="checkbox"/> Directs words to at least one third of the room. Clearly answers most questions asked by audience. 	<ul style="list-style-type: none"> Maintains eye contact with people in different parts of the audience, including the back row. <input type="checkbox"/> Pauses briefly after stating key points to allow the audience time to absorb the information. Directs words to all areas of the room. Clearly answers all questions asked by the audience. Invites the audience to ask questions.
Factual Content	<ul style="list-style-type: none"> Has major inaccuracies or lacks pertinent technical content. <input type="checkbox"/> 	<ul style="list-style-type: none"> Technical examples provided; may lack clarity in dealing with challenging subtopics. <input type="checkbox"/> 	<ul style="list-style-type: none"> Topic thoroughly covered with excellent content and a range of examples; a challenging topic clearly presented. <input type="checkbox"/> Deep knowledge or mastery of topic shown.