

ELEMENT	Exemplary	Proficient	Partially Proficient	Unsatisfactory	POINTS
Poise	3 points	2 points	1 point	0 points	/3
	You appeared calm and confident. There was no distracting behavior.	You seemed calm and confident. Only one or two minor things were noticed, but they were not istracting to the listeners.	You mostly seemed poised. A couple of major distracting behaviors bothered the listeners.	You seemed wiggly and not at all poised. You had many distracting ehaviors.	
Notes					
Voice	3 points	2 points	1 point	0 points	/3
	Your voice was just right for the space—not too loud or too soft. Every word was heard. You didn't mumble or blur words together. You didn't have any strange vocal pattern.	Your voice was just right for the space. A couple of words were mumbled or blurred together. You didn't have any strange vocal patterns.	You spoke a bit too softly or too loudly. Several times, your words were not clear.	The audience had a hard time hearing you. Many words were not understandable because of mumbling.	
Notes					
Life	3 points	2 points	1 point	0 points	/3
	You had a lot of feeling in your voice. We heard emotion, passion, excitement, sadness, etc. You were fun to listen to.	You had some feeling in your voice. There were several parts that really came alive for the listener.	You only had one or two places where you seemed to come alive and put feeling into your speech.	There was no life in the speech. You spoke in a monotone and didn't put any emotion into any part of the speech.	
Notes					
Eye Contact	3 points	2 points	1 point	0 points	/3
	You constantly looked at your audience. You looked at each member of the audience. You barely glanced at your note cards.	You mostly looked at your audience. Some members of the audience may have been missed because you only looked in certain directions. You used your note cards well.	You only occasionally looked at the audience. Many audience members were never looked at. You read from note cards over half of the time.	You never looked at anyone. You read from note cards.	
Notes					

Gestures	3 points	2 points	1 point	0 points	/3
	You had very effective hand, face, and body gestures. Your motions added a lot to your speech.	You had some gestures that contributed to your speech.	Only one or two times did we see some gestures.	You had no gestures.	
Notes					
Speed	3 points	2 points	1 point	0 points	/3
	You were not too fast or too slow. You varied your speed—faster for exciting parts, slower to add emphasis. You used pauses to let main points sink in with the listeners.	You were not too fast or too slow. Your speech had one speed. You didn't use pauses.	You spoke a little too fast or too slow.	You spoke way too fast. There was no change of pace.	
Notes					
				TOTAL POINTS	/18
Notes					

Adapted with permission from Erik Palmer. Visit www.pvlegs.com for more information