

SHORT SPEECH EVALUATION FORM

My Name/Email (mst3k) _____

Speaker _____

Topic _____

Rate the speaker on each point: *E-excellent* *G-good* *A-average* *F-fair* *P-poor*

INTRODUCTION

Introduced topic clearly	E G A F P	Began speech without rushing	E G A F P
Related topic to audience	E G A F P	Maintained strong eye contact	E G A F P
Previewed body of speech	E G A F P	Avoided distracting mannerisms	E G A F P

DELIVERY

		Used pauses effectively	E G A F P
		Used vocal variety to add impact	E G A F P
Main points clear	E G A F P	Used slides well	E G A F P
		Communicated enthusiasm for topic	E G A F P
		Large and clear words and pictures	E G A F P

BODY

OVERALL EVALUATION

CONCLUSION

		Topic challenging	E G A F P
Reinforced residual message	E G A F P	Held interest of audience	E G A F P
Vivid ending	E G A F P	Taught me something new	E G A F P

What were the (three) main points? _____

What did the speaker do most effectively? _____

What should the speaker pay special attention to next time? _____

General Comments: _____
