

Presentation—Assessment Rubric

Name _____

Criteria	Exceeds Standard	Meets Standard	Below Standard
Project follows recommended design guidelines	The design theme, including borders and backgrounds, is followed throughout the presentation	Border and background follow throughout the presentation	Lacks consistency in borders and backgrounds
	PowerPoint utilizes 12 or more functions	PowerPoint utilizes at least 9 functions	PowerPoint utilizes under 6 functions
	Fonts are readable, in 24 point or larger, with appropriate use of italics and bold.	Fonts are readable and do not distract from presentation	Font choice distracts from the presentation
	Topics are expressed in brief bullets in appropriate clusters per page	Bulleted phrases are wordy but appropriate	Bullets are not used effectively
	Meaningful transitions are implemented	Appropriate transitions are implemented	Transitions are choppy and disconnected
Project includes content requirements	There are more than 10 slides, including title page, table of contents, conclusion and Works Cited (image sources identified)	There are 10 slides, including title page, table of contents, conclusion and Works Cited (image sources identified)	Under 10 slides, including title page, table of contents, conclusion and Works Cited (image sources identified)
	Main points are clearly and sequentially presented in an exceptional manner	Main points are clearly and sequentially presented	Main points are not clearly presented
	Interesting, relevant details support all main points	Details support each point	Ideas and details do not adequately cover topic
	Graphics and Images are well integrated and balanced	Graphics and images enhance presentation	Graphics and images do not support presentation
	Conventions (spelling and grammar) 100% accuracy—free of errors	Contains minor spelling or grammatical errors that do not distract from the presentation	Spelling and/or grammatical errors distract from the presentation
Presentation of Project follows delivery guidelines	Delivery is clear and well paced	Delivery is clear with good pronunciation	Delivery is unclear and not well paced
	Appropriate volume and inflection are used	Volume and inflection are acceptable	Inflection is lacking and volume is difficult to hear
	Poise, postures and gestures enhance presentation	Poise, posture and gestures support presentation	Body language detracts from presentation
	Eye contact is distributed throughout audience	Eye contact is with most of audience	Eye contact is minimal or avoided
	Use of notes is minimal	Use of notes does not detract from delivery	Speech is mostly read from notes