

Assignment 2 accounts for 30% of your final mark for this course.

Marking rubric for oral presentation

Criteria	Excellent (8 or 7)	Good (6 or 5)	Average (4 or 3)	Lackluster (2-0)
Content (8)	<p>Subject is valuable and relevant; talk makes a significant contribution to audience's knowledge</p> <p>Purpose is clear; material is tailored to audience; the right degree of specialized terms are defined and explained</p> <p>Ideas are developed; points are selective and supported; takeaways are clear</p> <p>Visual aids augment the speech without overwhelming or distracting the speaker or the audience</p> <p>Q&A is confident, engaging, thorough, succinct, and adds value to the presentation</p>	<p>Talk addresses an important subject and speaker shows an understanding of the subject</p> <p>The purpose of the talk is stated and fulfilled; suitable degree of specialized terms are defined and explained</p> <p>The main idea is evident but main points may not always be clear or fully supported.</p> <p>Visual aids generally support the talk but may not add significant value to it</p> <p>Q&A is engaging and thorough, with very few lapses, vagueness and/or lengthiness</p>	<p>Subject does not relate to audience's needs or interests, gaps in knowledge evident</p> <p>The purpose of the talk is unclear; judgment of specialized terms to explain lacking</p> <p>Ideas are not focused or developed; main points are difficult to identify and supporting material is undeveloped or irrelevant</p> <p>Visual aids may be excessive or limited; they sometimes detract from the talk</p> <p>Q&A is largely adequate, but clarity, concision and articulation slightly lacking</p>	<p>Talk may be completely off topic or inappropriate</p> <p>The purpose of the talk is not stated or fulfilled</p> <p>Ideas and main points are confusing, conflicting; lack of synthesis of content clearly evident</p> <p>Visual aids may be excessive or limited; they generally detract from the talk</p> <p>Q&A is rather inadequate; lack of content knowledge evident</p>
Structure (7)	<p>Introduction captures attention; transitions are smooth; conclusion is compelling and memorable</p>	<p>Introduction and conclusion are serviceable; transitions may be awkward.</p>	<p>Introduction is ineffective, conclusion is abrupt, and transitions are missing.</p>	<p>Talk is clearly unprepared; it may consist only of jumbled information. The speaker has not synthesized information into</p>

	<p>Organization reflects, supports and reinforces content, message and purpose</p> <p>Main and supporting points are organized in a unified, balanced, and cogent way</p> <p>Talk progresses in a logical and convincing fashion; transitions aid in linking ideas</p> <p>Talk is well-timed +/- 7 mins</p>	<p>Organization may be conventional but is made explicit enough for audience to follow</p> <p>All points are covered but perhaps not in the most effective order or with the necessary emphasis</p> <p>Talk's structure is functional and the speaker demonstrates above average skills at preparing and organizing information</p> <p>Talk is generally well-timed; might have been cut off or shorter than expected (<6:20) but content does not suffer</p>	<p>Talk may make sense, but distinct parts are not readily identifiable</p> <p>Organization does not contribute to audience's understanding of the material; the lack of organization serves to confuse</p> <p>Content of talk suffers from time mismanagement</p>	<p>a meaningful structure</p>
Delivery (8)	<p>Delivery strengthens the impact of the talk and aids in audience reception; style fits learning pattern of audience</p> <p>Verbal expression is clear, comprehensible, and articulate</p> <p>Non-verbal expression is natural and non-distracting; gestures and sustained eye contact engage the audience and reinforce the message</p>	<p>Delivery is generally effective but does not significantly contribute to audience's experience or understanding</p> <p>Verbal expression is proficient but some inconsistency in skills may be observed</p> <p>Non-verbal expression is evident and does not detract from the message</p>	<p>The delivery undermines or is noticeably inconsistent with the message</p> <p>Verbal expression is unsophisticated: speaker may mumble or use many filler terms</p> <p>Non-verbal expression is distracting and may indicate lack of preparation or extreme nervousness</p>	<p>Speaker is unresponsive to the audience; demeanor is unprofessional and inappropriate</p> <p>Language may be hostile or alienating Poise and composure is lost and speaker is unable to complete the basic assignment</p>

	<p>Speaker projects confidence, enthusiasm, professionalism, and energy</p> <p>Speaker is well-prepared and polished, in control of the material, fully aware of the audience and responsive to feedback</p>	<p>Speaker is largely confident and professional, but may display some hesitancy or nervousness</p> <p>The talk may seem written and memorized at points; some over-reliance on notes observed; responsiveness to the audience is adequate but could be improved</p>	<p>Speaker displays obvious signs of hesitancy or nervousness</p> <p>Over dependence on notes is observed; visual aids may overwhelm the speaker and distract the audience</p>	<p>Speaker resorts to reading a talk.</p>
Language (7)	<p>Language is precise, vivid, and appropriate for the setting and context</p> <p>Pronunciation is accurate and completely comprehensible</p> <p>No spelling & grammar mistakes; lexicon & syntax fully adequate</p>	<p>Language is appropriate but may not be particularly vivid or precise</p> <p>Pronunciation is largely accurate with minor slips</p> <p>Minimal spelling & grammar mistakes; lexicon & syntax with only few minor lapses</p>	<p>Language choices are ineffective or limited</p> <p>Pronunciation is rather inaccurate with major slips</p> <p>Noticeable spelling and grammar mistakes; lexicon & syntax rather inadequate</p>	<p>Suitability of language is grossly misjudged</p> <p>Excessive spelling and/or grammar mistakes; lexicon & syntax lacking</p>