

GLENDALE COMMUNITY COLLEGE
College-Wide Academic Achievement Committee
Oral Communication Assessment Evaluation Form - 2007

Competency Area 1: Organization

| UNACCEPTABLE | | ACCEPTABLE | | EXCELLENT |
|--|---|---|---|---------------------------------------|
| The speaker is disorganized and unfocused. | | The speaker demonstrates understanding of organizational structure. | | The speaker is organized and focused. |
| 0 | 1 | 2 | 3 | 4 |

Competency Area 2: Content

| UNACCEPTABLE | | ACCEPTABLE | | EXCELLENT |
|--|---|---|---|---|
| The topic is poorly developed with no supporting material. | | The topic is discernable with some supporting material. | | The topic is well-developed with appropriate supporting material. |
| 0 | 1 | 2 | 3 | 4 |

Competency Area 3: Oral Communication Delivery

| UNACCEPTABLE | | ACCEPTABLE | | EXCELLENT |
|---|---|--|---|---|
| The speaker appears non-conversational. | | The speaker uses some unnecessary pauses and filler words. | | The speaker uses a conversational delivery. |
| 0 | 1 | 2 | 3 | 4 |

Use of Language

| UNACCEPTABLE | | ACCEPTABLE | | EXCELLENT |
|---|---|---|---|---|
| The speaker uses grammatically incorrect or inappropriate language. | | The speaker uses acceptable grammar and language. | | The speaker uses grammatically correct and polished language. |
| 0 | 1 | 2 | 3 | 4 |

Communication with Audience

| UNACCEPTABLE | | ACCEPTABLE | | EXCELLENT |
|--|---|--|---|--|
| The speaker has no eye contact (over reliance on notes). | | The speaker uses adequate eye contact (notes as needed). | | The speaker uses extensive eye contact (limited use of notes). |
| 0 | 1 | 2 | 3 | 4 |

Comments:

| | | | | |
|----------------|--|------------------|--|---------------------------------|
| RATER # | | SPEAKER # | | TOTAL POINTS _____/20 |
|----------------|--|------------------|--|---------------------------------|