

W22 - Final Presentation Videos - Points Range Rubric - Draft

Activity: Assignment #5: Team Oral Presentation (Upload PowerPoint File Here)

Course: Engineering Technical Communications (Section 4)

Name: Amey Mahendra Thakur

Criteria	Excellent	Good	Satisfactory	Missing or Unsatisfactory	Criterion Score
Content - Introduce/c ontextualize the product you have identified. Clearly identify and explain the problem to be solved and the scope of your project.	4 points Problem and product identified and clearly explained. Scope is clear.	3 points Problem and product identified and vaguely explained. Scope is clear. ✓	2 points Problem and product identified but not explained AND/OR scope unclear.	1 point Missing OR Brief and unclear - audience is not clear on what the problem, product, or scope is.	3 / 4
<p>Criterion Feedback</p> <p>Scope is defiantly inappropriate. You've been specifically instructed all term to choose a limited geographical region within Canada, not all Canada.</p>					
Content - Indicate how the problem affects two or more specific SDGs and how the product modification will address these SDGs	4 points SDGs are clearly identified. It is clearly explained how they are affected by the problem and how they will be addressed by the product. ✓	3 points SDGs are clearly identified. It is vaguely explained how they are affected by the problem and how they will be addressed by the product.	2 points SDGs are clearly and specifically identified. It is either not explained how they are affected by the problem or not explained how they will be addressed by the product.	1 point Missing OR SDGs are briefly mentioned or the specific SDGs are not identified. It is not explained how they are affected by the problem or how they will be addressed by the product.	4 / 4

Criteria	Excellent	Good	Satisfactory	Missing or Unsatisfactory	Criterion Score
Content - Provide a brief description of the product improvement/modification (solution) you are proposing.	4 points Product improvement/modification (solution) is clearly identified and explained and the modification is novel. ✓	3 points Product improvement/modification (solution) is vaguely identified and explained and the modification is novel.	2 points Product improvement/modification (solution) is vaguely identified and explained, but the modification isn't new.	1 point Missing OR Product improvement/modification (solution) is mentioned and not explained -- the concept is abstract. Details have not been provided.	4 / 4
Content - Analyze the product modification/improvement (solution) through each of the Smart Design lenses. Identify the perceived impact on / benefit to stakeholders .	4 points Product modification/improvement (solution) is clearly analyzed through all required Smart Design lenses. Impact on stakeholders is addressed through all required Smart Design lens analyses. ✓	3 points Product modification/improvement (solution) is clearly analyzed through all required Smart Design lenses. Impact on stakeholders is missing from one or more of the Smart Design lens analyses.	2 points Product modification/improvement (solution) is vaguely analyzed through all required Smart Design lenses. Impact on stakeholders is missing from one or more of the Smart Design lens analyses.	1 point Missing OR Brief and unclear AND/OR one or more of the Smart Design lenses is missing from the analysis.	4 / 4
Content - Teams must reference all sources of information that they use in their presentations - including images - using IEEE format	4 points All citations and references are included and correctly formatted in IEEE format. References slide(s) appear(s) in video recording. ✓	3 points All citations and references are given but some errors in IEEE format	2 points All citations and references are given but IEEE format is not used.	0 points One or more citations are missing (in-text or in references page)	4 / 4

Criteria	Excellent	Good	Satisfactory	Missing or Unsatisfactory	Criterion Score
Structure and Procedure - Framing Knowledge; Introduction , Body, Conclusion	4 points Presentation was well organized. Introduction effectively oriented the audience and provided context, body presented the bulk of the presentation, conclusion clearly summarized the main points. ✓	3 points All elements included but introduction or conclusion is vague or agenda is present but not discussed.	2 points Missing the introduction, conclusion, or agenda, or all are vague / unclear.	1 point Introduction and conclusion missing.	4 / 4
Presentation Skills - Clarity of Speaking	4 points All speakers can be heard loud and clear. Tone and enunciation are appropriate.	3 points Most speakers can be heard loud and clear. Tone and enunciation are appropriate ✓	2 points Some problems with volume, clarity, enunciation, and/or tone are present which affect the impact of the presentation.	1 point All or most speakers lack appropriate volume, clarity, enunciation, and tone.	3 / 4

Criterion Feedback

At times, difficult to make out individual words due to speed of reading/delivery and lack of enunciation and/or robotic/monotone delivery. Third presenter speaks *very* quickly at times, as if nervous. Very difficult to understand.

Final presenter inserts long pauses into speech. Also frequent nonfluencies.

Criteria	Excellent	Good	Satisfactory	Missing or Unsatisfactory	Criterion Score
Presentation Skills - Quality of the Visual Aids	8 points PowerPoint is used. Slides are clear and consistent. Fonts and images are legible. Animation is not overused.	6 points Minimal errors in clarity, consistency, legibility, OR animation. ✓	4 points PowerPoint is used, but some errors are made in clarity, consistency, legibility, AND animation. The presentation is not severely affected.	2 points PowerPoint is not used OR PowerPoint is used, but there are many errors in clarity, consistency, legibility, and animation that negatively affect the impact of the presentation.	6 / 8

Criterion Feedback

Slides occasionally appear cluttered due to large typeface size and lack of clear space at margins/between elements on the screen.

Some inconsistencies in capitalization and other technical/mechanical qualities.

Presentation Skills - Clarity of Language/Audience Accommodation	4 points Students tailored language to intended audience(s). For example, technical jargon is either not used or is only used if necessary, and it is clearly explained. ✓	3 points More accessible language could have been chosen. For example, technical jargon is used and explained, but it was not necessary to use the jargon in the first place.	2 points Students attempted to clarify language for intended audience(s). For example, technical jargon is used and vaguely explained.	1 point Language is used that is not appropriate for the intended audience (s). For example, technical jargon is used and not explained.	4 / 4
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Criterion Feedback

Good use of technical definitions.

Criteria	Excellent	Good	Satisfactory	Missing or Unsatisfactory	Criterion Score
Presentation Skills - Body Language and Professionalism	4 points All students portray confidence, have good eye contact with the audience, and do not engage in distracting movements. Presentation is clearly rehearsed and professional.	3 points Minimal issues with eye contact, confidence, and distracting movement. A couple more rehearsals would likely have perfected this. Most students present themselves professionally.	2 points Some students are fidgeting, reading slides or notes, or looking away from the camera. It is not clear whether presentation was rehearsed. Some lack of professionalism present. ✓	1 point Most students are fidgeting, reading slides or notes, or looking away from the camera. It is clear that the presentation was not rehearsed. Presentation is not professional.	2 / 4

Criterion Feedback

Some lapses in eye contact. First presenter suffers from a lack of deliberate facial expressions and value-added bodily gestures. Second presenter is much stronger in this regard.

Fourth presenter appears unprepared, as if engaging with slides for the first time.

Presentation Skills - Time Management & Delivery	4 points Good pace throughout presentation. Presentation was finished within the time limit.	3 points Pace was mostly appropriate. Some students spoke too quickly. Presentation was finished within the time limit.	2 points Students visibly adjusted the presentation on the spot to meet the time requirement, but finished on time.	1 point Sped through entire presentation and still did not complete presentation on time (0 marks) OR Presentation was too short or too long. ✓	1 / 4
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Criterion Feedback

Some slides were advanced too quickly for audience to realistically read them/absorb their contents.

Presentation exceeded time limit

Criteria	Excellent	Good	Satisfactory	Missing or Unsatisfactory	Criterion Score
Presentation Skills - Transitions Between Speakers	3 points Transitions between speakers are organic, seamless, and content-focused.	2 points Most transitions between speakers are clear and effective. Students focus the transitions on introducing teammates rather than organically connecting content. ✓	1 point Transitions are attempted but are clumsy or ineffective. Better flow needed.	0 points No clear transitions between speakers.	2 / 3

Criterion Feedback

Transition between first and second speaker very poor.

Presentation Skills - Equal Distribution - All team members contribute equally during the presentation	4 points All members contributed equally.	3 points Slight imbalance in distribution ✓	2 points Most members contributed equally, but one member contributed noticeably less.	1 point One or more team members did not speak at all (0 marks) OR Presentation was dominated by one or two individuals while the other teammates spoke only briefly.	3 / 4
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Criterion Feedback

Fourth presenter was left with approx. 1 minute of remaining time.

Total

44 / 55

Overall Score

Excellent



Good

Satisfactory

Missing or Unsatisfactory