Title _____ Your Name _____

Categories for Evaluation

Contents (8 pts.)

1. Introduction of Topic (2 pts.) -
    Team Members' Names Topic
    Overview of Presentation Who will cover which sub-topics?
    Reason for Choosing this Topic

2. Body (4 pts.) –
    Define the Problem Addressed Adherence to the Outline
    Proposed Approach (Plan, Methodology, Schedule, Chart) Significant Elements of Lit Review

    Segues between Speakers Qualifications

    Internal Summaries Benefits from the Project

3. Summary (2pts.) - Brief Recap of the Major Sections and Why you chose this topic

Physical Delivery (3 pts.) -

    Posture Eye Contact

    Gestures Facial Expressions

    Body Movement Handling of Power Point and Notes

Vocal Delivery (3 pts.) -

    Volume Range

    Rate Articulation

Visuals (1 pt.) (Minimum of 10 Power Point slides) - Legible? Labeled? Uncluttered? Gantt Chart?
Logically Placed? Well Handled? Sources Cited?

Time (1 pt.) (6-8 Minutes)

Name _____   **Date** _____
Technical Communication for Computer Scientists   **Fall 2014**
Speaking Assignment 2—Team Proposal   **16 Points**

Title _____   Your Name _____

Categories for Evaluation   **FAN MAIL (comments only)**

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    Volume   Range

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Visuals (Minimum of 10 Power Point slides) - Legible? Labeled? Uncluttered? Gantt Chart?
Logically Placed? Well Handled? Sources Cited?

Time (6-8 Minutes)