

# Training/Briefing Speech Peer Evaluation

You are asked to respond to the speaker's presentation. Please be thoughtful and honest in your evaluation, providing both positive comments and tactful, constructive suggestions for growth and improvement.

Speaker \_\_\_\_\_ Observer \_\_\_\_\_

1. Comment on the speaker's organization. Did he/she include all speech components? Did he/she use effective transitions?
  
  
  
  
  
  
  
  
  
  
2. Was the speaker's training/briefing understandable and clear to you? Explain.
  
  
  
  
  
  
  
  
  
  
3. Comment on the speaker's verbal and nonverbal delivery (tone, facial expression, eye contact, posture, gesturing, enthusiasm) and overall preparedness.
  
  
  
  
  
  
  
  
  
  
4. How was this speech made relevant to this particular audience?
  
  
  
  
  
  
  
  
  
  
5. Comment on the strengths and weaknesses of this presentation.