

## SPEECH EVALUATION FORM

Rate the speaker on each point:

E      G      A      F      P  
excellent   good   average   fair   poor

Speaker \_\_\_\_\_

Topic \_\_\_\_\_

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### Introduction

\_\_\_\_\_ gained attention and interest  
\_\_\_\_\_ introduced topic clearly  
\_\_\_\_\_ established credibility  
\_\_\_\_\_ previewed body of speech

### Comments

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### Body

\_\_\_\_\_ main points clear  
\_\_\_\_\_ main points fully supported  
\_\_\_\_\_ organization well planned  
\_\_\_\_\_ language accurate, clear, concise  
\_\_\_\_\_ appropriate to audience and occasion  
\_\_\_\_\_ smooth transitions between ideas

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### Conclusion

\_\_\_\_\_ prepared audience for ending  
\_\_\_\_\_ reinforced central idea  
\_\_\_\_\_ effectively summarizes speech

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### Delivery

\_\_\_\_\_ used voice effectively  
\_\_\_\_\_ communicated enthusiasm for topic

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### Overall Evaluation

\_\_\_\_\_ topic challenging and narrowed  
\_\_\_\_\_ specific purpose well chosen  
\_\_\_\_\_ speech adapted to audience  
\_\_\_\_\_ speech completed in time limit

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### Additional Comments:

Speech met the assignment? \_\_\_\_\_

What did the speaker do most effectively? \_\_\_\_\_

What should the speaker pay special attention to next time? \_\_\_\_\_