**Progress Report Speech Critique Form Speaker \_Federico Tafur\_**

**M**issing, **I**neffective, **S**atisfactory, **G**ood, **E**xcellent ***Notes***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Competencies** | ***Part I:******Message Preparation --******Appropriate for speaker, topic, audience, occasion, and purpose*** | **M** | **I** | **S** | **G** | **E** |
| **Topic** | Chooses and narrows topic; Meets general purpose |  |  |  |  | **X** |
|  | \*Careful connection with audience needs/interests |  |  |  | **X** |  |
| **Support/ Organization** | Uses chronological organization pattern |  |  |  |  | **X** |
|  | **Intro –** Uses attention-getter; identifies topic & purpose; establishes relevance & credibility; previews main points; transitions to 1st main point |  |  |  | **X** |  |
|  | **\*Body --** Provides appropriate supporting material with vivid and specific details (Background; Work completed; Present status; Work remaining) |  |  | **X** |  |  |
|  | Use of transitions within the speech |  |  |  | **X** |  |
|  | **Presentation aid** -- Design of effective PowerPoint (image based slides; blank slides) |  |  |  |  | **X** |
|  | **\*Conclusion –** Review of key points; memorable thought stated after Q&A |  |  |  | **X** |  |
| **Q&A** | ***\** Effective management of Q&A**  (Restated/rephrased question) |  |  |  |  | **X** |
|  | ***Part I: Overall*** |  |  |  | **X** |  |
|  | ***Part II******Energetic******Message Delivery –***  ***Appropriate for audience, occasion, and purpose*** | **M** | **I** | **S** | **G** | **E** |
| **Language** | \*Uses appropriate language for the designated audience and connects it to audience |  |  | **X** |  |  |
|  | \*Effective oral citation of sources  **C1**  **C2** |  |  |  |  | **x** |
| **Voice** | **Variety** -- Uses vocal variety in volume, rate, pitch & intensity to heighten and maintain interest. |  |  |  | **X** |  |
|  | **Accuracy** -- Uses pronunciation, grammar, & articulation; minimizes filler words. |  |  |  | **X** |  |
| **Physical Behaviors** | **Manner, movement and gestures –** Appropriate for seated delivery; Sits upright, head up; Uses movement and gestures effectively |  |  |  |  | **X** |
|  | **\*Eye contact and Facial expression --** Uses facial expressiveness and eye contact with camera to support the message and engage with listeners |  |  | **X** |  |  |
|  | **Notes** – Effectively uses appropriately designed notes to support speech |  |  |  | **X** |  |
|  | **\*Presentation aid--**Effectively presents Power-Point to enhance speech (not repeat message) |  |  |  |  | **X** |
| **Time?** | ***Part II: Overall*** |  |  |  | **X** |  |

**Strengths? Areas for improvement? (Include 5 comments for full credit)**

**Critiqued by \_Federico Tafur\_\_**

1. **I believe I can work on my speech, and being more fluent**
2. **I believe more face gestures and hand motion can help explain my idea**
3. **I believe that the presentation I made was really good, with minimal text and good images that explain my reasoning**
4. **I believe that I should maybe wore some appropriate attire**
5. **I believe I answered the questions good and rephrased them**