

# Informative Speech Evaluation Form

\_\_\_\_\_ I. **Organization:**

- A. Introduction
  - 1. Greeting?
  - 2. Gain attention?
  - 3. Create bond with audience?
  - 4. Preview main points?
  - 5. Transition into body?
- B. Body
  - 1. Main points well selected?
  - 2. Support materials appropriate?
- C. Conclusion
  - 1. Transition from body?
  - 2. Review main points?
  - 3. Make speech memorable?
  - 4. Closure?

\_\_\_\_\_ II. **Content:**

- A. Suitable informative topic:
  - 1. Informative?
  - 2. Reflect audience analysis?
- B. Knowledge of Topic:
  - 1. Credibility?
  - 2. Well-cited sources?

\_\_\_\_\_ III. **Delivery:**

- A. Enthusiasm/ Vocal variety?
- B. Eye Contact?
- C. Gestures/Nonverbal delivery?
- D. Handling of Audio-Visual Aids?
- E. Time (7-9 minutes)?

**Comments:**

Final Grade \_\_\_\_\_