

ORAL PRESENTATION (20%) : INSTRUCTIONS, EVALUATION AND RUBRIC:

Instructions and requirements:

Students are required to do an oral presentation of the most relevant aspects of the work (or works) or art chosen for the final writing.

The presentation will be done individually via Skype. The teacher and the rest of students will listen to the presentation and the teacher will record the whole process. The recording will only serve for evaluation purposes.

The presentation MUST be between 5-10 minutes. In any case, it will not exceed a time of 20 minutes. Once the student has finished the presentation, there will be a Q&A period, in which any student can take part and during which the lecturer WILL ask relevant questions or request clarification/explanation of topics arisen during the presentation.

After a session devoted to the “dos and donts” of presentations, at least one hour of tutorials will be devoted to the design of the slides that will accompany the oral presentation; students are asked to follow the guidelines and ideas outlined by the lecturer.

Evaluation

The students will be evaluated according to a Rubric that will have been previously agreed upon. The model rubric is included in this document. Please note that the section Below expected level will be awarded 0,25 points, the section At Expected level will be awarded 0,5 points and that the section Above expected level will be given 1 point. The sections with the symbol (x2) are given twice the points specified above.

The feedback for the presentation will be only given individually and during office hours.



Rubric: Oral presentations

NAME:

Criteria	Below expected level	At expected level	Above expected level	GRADE
Introduction of topic	Topic introduced.	Topic introduced clearly, and purpose of talk was made clear.	Topic introduced clearly and in an interesting way. Purpose of talk was made clear. Outline of points was given.	
Development of topic	Some understanding of topic shown. Some links and connections made between ideas. Points are usually developed with minimum detail. Information is usually relevant.	Good understanding of topic shown. Links and connections between ideas made clear. Information was relevant and expressed in own words. Points were developed with sufficient and appropriate details.	A very good understanding of the topic shown. Links and connections between ideas made clear. Information was relevant and well expressed in own words. Points were well-organised and developed with sufficient and appropriate details.	(X2)
Ability to engage and involve audience	Some eye contact was made. Techniques used to engage audience were minimal, or mainly ineffective.	An interesting approach taken to topic. Speaker used techniques such as visual aids and props, anecdote, surprising facts, direct audience participation.	Speaker monitored audience and adapts presentation accordingly. An interesting or original approach taken to the topic. Speaker used techniques such as visual aids and props, anecdote, humour, surprising facts, direct audience participation.	
Suitability of presentation for purpose and audience	Attempts were made to tailor the presentation content to the intended purpose of informing, interesting or persuading.	The presentation content and structure was tailored to the audience and to the intended purpose of informing, interesting or persuading.	The presentation content, structure and delivery were closely tailored to the audience and to the intended purpose of informing, interesting or persuading.	
Voice: clarity, pace, fluency	Presenter occasionally spoke clearly and at a good pace.	Presenter usually spoke clearly to ensure audience comprehension. Delivery was usually fluent.	Presenter spoke clearly and at a good pace to ensure audience comprehension. Delivery was fluent and expressive.	

Vocabulary, sentence structure, grammar	The vocabulary of the presentation was mainly appropriate for the topic. The presentation content was occasionally grammatically correct.	The vocabulary of the presentation was appropriate for the topic. Sentence structures were usually correct. The presentation content was usually grammatically correct.	The vocabulary of the presentation was appropriate for the topic. A variety of phrases and sentence structures were used. The presentation content was grammatically correct.	(X2)
Pronunciation	Pronunciation occasionally correct, but often hesitant and inaccurate.	Pronunciation and intonation is usually correct.	Pronunciation and intonation is correct and confident.	
Cultural conventions for oral presentation	Greetings and general presentation are not culturally inappropriate.	Greetings are culturally appropriate. Questions are answered appropriately.	Greetings are culturally appropriate. Gestures, stance and eye contact are appropriate. Questions are answered appropriately.	
Use of visual aids	No visual aids were used; OR Visual aids were occasionally appropriate and related to the spoken message.	Visual aids supported the presentation effectively. They clarified and reinforced the spoken message.	Visual aids were carefully prepared and supported the presentation effectively. They clarified and reinforced the spoken message. The aids added impact and interest to the presentation.	
Conclusion of topic	An attempt was made to conclude the presentation.	The presentation was summed up clearly.	The presentation was summed up clearly and effectively, with key points emphasised.	(X2)
Answering questions from audience	Not all questions could be answered. Questions answered with difficulty, and little knowledge of the topic was demonstrated.	Most questions answered. Answers showed good knowledge and understanding of the topic. Language was mainly correct.	Questions answered with little difficulty. Very good knowledge of the topic was demonstrated. Language was correct and fluent.	

OVERALL GRADE: ____/14 ____/10