



Mark as shown: Please use a ball-point pen or a thin felt tip. This form will be processed automatically.

Correction: Please follow the examples shown on the left hand side to help optimize the reading results.

Please select the appropriate response

I. Organizational Pattern (specific introduction and conclusion, sequenced material within the body, and transitions) is:

- a. MINIMALLY observable within the presentation
- b. PARTIALLY observable within the presentation.
- c. GENERALLY observable within the presentation.
- d. SIGNIFICANTLY observable and consistent resulting in a cohesive presentation.

II. Central Message:

- a. can be deduced, but is NOT EXPLICITLY STATED in the presentation.
- b. is BASICALLY UNDERSTANDABLE but is not often repeated and is not memorable.
- c. is CLEAR AND CONSISTENT with the supporting material.
- d. is COMPELLING (precisely stated, appropriately, repeated, memorable, and strongly supported.)

III. Supporting Materials (explanations, examples, illustrations, statistics, analogies, quotations from relevant authorities) make:

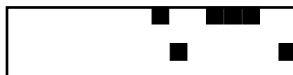
- a. insufficient supporting materials make reference to information or analysis that MINIMALLY SUPPORTS the presentation or establishes the presenter's knowledge on the topic.
- b. appropriate reference to information or analysis that PARTIALLY SUPPORTS the presentation or establishes the presenter's knowledge on the topic.
- c. appropriate reference to information or analysis that GENERALLY SUPPORTS the presentation or establishes the presenter's knowledge on the topic.
- d. appropriate reference to information or analysis that SIGNIFICANTLY SUPPORTS the presentation or establishes the presenter's knowledge on the topic.

IV. Language Choices are:

- a. UNCLEAR AND MINIMALLY SUPPORT the effectiveness of the presentation. Language in presentation is not appropriate to audience.
- b. MUNDANE and commonplace and PARTIALLY SUPPORT the effectiveness of the presentation. Language in presentation is appropriate to audience.
- c. THOUGHTFUL and GENERALLY SUPPORT the effectiveness of the presentation. Language in presentation is appropriate to audience.
- d. IMAGINATIVE, MEMORABLE, and COMPELLING, and enhance the effectiveness of the presentation. Language in presentation is appropriate to audience.

V. Delivery Techniques (posture, gesture, eye contact, and vocal expressiveness):

- a. detract from the understandability of the presentation, and the speaker APPEARS UNCOMFORTABLE.
- b. make the presentation understandable, and the speaker APPEARS TENTATIVE.
- c. make the presentation interesting, and the speaker APPEARS COMFORTABLE.
- d. make the presentation compelling, and speaker APPEARS POLISHED AND CONFIDENT.



Please select the appropriate response [Continue]

VI. Listening (hearing, understanding, remembering, interpreting, and evaluating) demonstrate that speaker is:

- a. consistently inattentive to others when they speak, ask questions, or provide feedback.
- b. partially inattentive to others when they speak, ask questions, or provide feedback.
- c. mostly attentive to others when they speak, ask questions, or provide feedback.
- d. consistently attentive to others when they speak, ask questions, or provide feedback.

VII. Self-monitoring: Significant ability to control emotions in conversation and properly respond to other's message in a non-judgmental manner; speaker is:

- a. minimally aware of audience feedback (verbal or nonverbal) and makes no appropriate adjustments in language, demeanor or delivery.
- b. partially aware of audience feedback (verbal or nonverbal) and makes minimal appropriate adjustments in language, demeanor or delivery.
- c. generally aware of audience feedback (verbal or nonverbal) and makes some appropriate adjustments in language, demeanor or delivery.
- d. significantly aware of audience feedback (verbal or nonverbal) and makes appropriate adjustments in language, demeanor or delivery as needed.