

The Secret Formula for a Winning Evaluation

Helen Dotson, DTM - January 20, 2012

<u>SPEECH NOTES</u>	
Target Speaker	
Speech Title	
Alignment? Yes or No?	
Suggestions for Title or Alignment?	
Purpose?	
Purpose Achieved/ Impactful to me?	
Intro?	
Body Point 1	
Body Point 2	
Body Point 3	
Conclusion - Balanced and Solid?	
Clear Organization?	
Continuity/Clarity/ Extra Information?	
Content / Stand Alone Speech?	
Gestures?	
Body Language/ Stage Presence	
Props/Visual Aids?	
Word Choice/ Vocal Variety	

<u>ORAL EVALUATION PLANNING</u>	
Catchy Intro	
Strength	
Area to Improve	
Strength	
Area to Improve	
Strongest Aspect	
Impactful Conclusion / What I Learned	