

Group : _____

Task Presentation Rubric

- **Content**

____/15 Addresses the task assigned by Green Ideas Inc.
(6=tangential, 9=major gap, 12=some shortfall, but not significant enough to lose the client)

____/10 Provides reasonable solutions to the problem(s) in the task, including details such as procedures, rationale, etc.
(2=unfeasible, 5=major challenges, 8=some challenges, but not significant enough to lose the client)

____/10 Structure of the presentation is clear and logical. Ideas are well-organized. Stays on topic.
(2=hard to follow, 5=major problem, 8=some problems, but not significant enough to lose the client)

____/10 Design of the powerpoint is easy to read and follows principles of visual design.
(2=ugly/confusing, 5=major flaws, 8=a few problems, but not significant enough to lose the client)

- **Language**

____/15 Complex sentence structures / paragraphs, discourse connectors. Not always using simple sentences.
(6=all simple, choppy, 9=occasional use of connectors/paragraphs, 12=a few lapses)

____/10 Accurate use of appropriate academic / specialized vocabulary.
(2=completely colloquial, 5=occasional use of appropriate formal vocabulary, 8=a few lapses)

____/10 Fluency: no lengthy hesitations, few fillers or stumbling
(2=painfully hesitant, 5=fluent about half the time, 8=occasional noticeable hesitation)

____/5 Strategies (e.g., paraphrase, simplify, use transition words)
(1=unable to avoid breakdown, 3=minimal evidence of strategies)

- **Interaction with audience**

____/10 well-prepared to answer questions
(2=gives unsatisfactory answers, or answers the wrong question, 5=answers questions successfully, but without elaboration, 8=a few gaps in answers, not significant enough to lose the client)

- **Technology**

____/5 Successful use of the web conferencing software. Evidence that presenter pre-tested.
(1=very disruptive problems with technology, 3=one or two issues with deploying the technology)

Total: ____/100

Comments: