Scoring Rubric for Program Outcome

4a) An ability to communicate effectively (oral)

Level 5 performance characterized by:
- Plans and delivers an oral presentation effectively; applies the principle of “(tell them)” well organized
- Presentation has enough detail appropriate and technical content for the time constraint and the audience
- Presents well mechanically
  - Makes eye contact
  - Can be easily heard
  - Speaks comfortably with minimal prompts (notecards)
  - Does not block screen
  - No distracting nervous habits
- Uses proper American English
- Uses visual aides effectively
- Professional appearance
- Listens carefully and responds to questions appropriately; is able to explain and interpret results for various audiences and purposes

Level 3 performance characterized by:
- Presents key elements of an oral presentation adequately, but “tell them” not clearly applied
- Presentation contains excessive or insufficient detail for time allowed or level of audience
- Has some minor difficulties with the mechanical aspects of the presentation
  - Eye contact is sporadic
  - Occasionally difficult to hear or understand speaking
  - Overuses prompts or does not use prompts enough—occasionally stumbles or loses place; appears to have memorized presentation
  - Occasionally blocks screen
  - Some nervous habits (um, ah, clicking pointer, etc.)
- Occasionally uses an inappropriate style of English—too conversational
- Visual aides have minor errors or are not always clearly visible
- Appearance is too casual for the circumstances
- Sometimes misunderstands questions, does not respond appropriately to the audience, or as some trouble answering questions

Level 1 performance characterized by:
- Talk is poorly organized, e.g. no clear introduction or summary of talk is presented
- Presentation is inappropriately short or excessively long; omits key results during presentation
- Major difficulties with the mechanical aspects of the presentation
  - No eye contact
  - Difficult to hear or understand speaking
  - Reads from prepared script
  - Blocks the screen
  - Distracting nervous habits (um, ah, clicking pointer, etc.)
- Uses poor English
- Multiple slides are unclear or incomprehensible
- Does not listen carefully to questions, does not provide an appropriate answer, or is unable to answer questions about presentation material