

Public Speaking Course, Spring 2026

Individual Speech Evaluation Rubric



Student: _____ **Class:** _____ **Date:** _____

Read each question and indicate if the statement applies to you (1) or not (0).

I. Planning	2 points each	Yes / No
1. Did I use a mind map or graphic organizer to brainstorm ideas for my speech?		
2. Did I read information about my topic (for example, an article or a book)?		
3. Did I write a clear thesis statement?		
4. Did I define a specific purpose for my speech?		
5. Did I write an outline showing the structure of my speech?		
II. Preparation	1 point each	Yes / No
6. Did I practice the pronunciation of difficult words so to say them clearly?		
7. Did I use varied intonation to add emphasis to my key ideas?		
8. Did I practice my speech without reading my notes all the time?		
II. Delivery	1 point each	Yes / No
Introduction:		
9. Did I start with something interesting to get the audience's attention?		
10. Did I state my topic clearly?		
11. Did I explain why my topic is important?		
12. Did I preview the topics I would talk about?		
Speech Body:		
13. Did I include between 3 to 5 main ideas in my speech?		
14. Did I use examples, facts, or figures to support my ideas?		
15. Did I use signposting language to guide my audience? ("first," "next,")		
16. Did I summarize each main idea before moving to the next one?		
Conclusion:		
17. Did I use signposting language to show that I was concluding? (For example, "in conclusion," "to sum up.")		
18. Did I re-state my thesis or main topic?		
19. Did I summarize the main points?		
20. Did I close with a memorable sentence? (For example: a call to action, a question, or a look to the future.)		
Non-verbal elements:		
21. Did I speak in a clear and confident voice? Could my classmates in the back of the room hear me?		
22. Did I stand with good posture?		
23. Did I make eye contact with my audience?		
24. Did I use body language to support my ideas? (E.g.: hand gestures, a smile, etc.)		
25. Did I dress appropriately for the occasion? (No large hats or accessories that cover my eyes or my hands)		
Total Points:		%