



Impromptu Public Speaking Scorecard

Blue Ribbon?
 (Circle One)
Yes
No

Name: _____

County: _____

Title of Talk: _____

ITEMS TO BE SCORED	FAIR	GOOD	EXCELLENT	POINTS EARNED	COMMENTS
General Appearance: (5 Points) <ul style="list-style-type: none"> • Posture • Appropriate Dress • Visible Distractions 					
Introduction: (10 Points) <ul style="list-style-type: none"> • Attention getting • Opening introduces purpose and subject 					
Body: (25 Points) <ul style="list-style-type: none"> • Main points easy to follow • Main points arranged in best order • Sentences short, easy to understand • Speech interesting • Appropriate supporting information 					
Projection to Audience: (10 Points) <ul style="list-style-type: none"> • Eye contact • Facial expressions • Gestures 					
Voice Control: (10 Points) <ul style="list-style-type: none"> • Pitch • Temp • Inflection • Emphasis • Volume 					
Articulation: (15 Points) <ul style="list-style-type: none"> • Pronunciation and Enunciation 					
Language Effectiveness: (10 Points) <ul style="list-style-type: none"> • Appropriate Words • Skill in using meaningful quotes 					
Summary: (10 Points) <ul style="list-style-type: none"> • Stress important points • Has definite closing 					
Overall Quality: (5 Points) <ul style="list-style-type: none"> • Originality • Skill in use of notes • Topic coverage 					
Total Score: (100 Points)					

Time: Start _____ Finish _____ = _____ minutes _____ Total Score - _____ (2 points/30 seconds over or under 3-5 minutes)

Final Score _____