

# Rubric for Presentation Skills

Student ID \_\_\_\_\_

## BCom Learning Goal 2

Communication Skills: Graduates can communicate complex ideas effectively and accurately in a range of contexts.

## BCom Learning Objective 2c

Deliver professional quality presentations using appropriate technology.

## BCom(Hons) Learning Objective 4b; MBA Learning Objective 3b; MIM Learning Objective 2b

Display articulate oral communication skills.

## MPA Learning Objective 2c

Deliver a professional quality oral presentation.

## BTM Learning Objective 3c

Prepare and deliver polished and professional oral presentations.

Trait	Exemplary	Satisfactory	Unsatisfactory	E/S/U
<b>Audience Engagement</b>	Audience fully engaged; Convincing responses to questions; Invokes useful discussion.	Audience mostly engaged; Adequate response to questions; Invokes some discussion.	Audience not engaged; Inability to answer questions; Inability to invoke discussion.	
<b>Organisation</b>	Tightly focussed; Well structured, theme is clear; Message very clear; Good timing.	Mostly focussed; Discernible theme; Message is mostly clear; Keeps almost to time.	Rambling, unfocussed; Disorganised, unrelated; Message is unclear; Runs over time or too brief.	
<b>Delivery</b>	Smooth effective delivery; Good voice control; Appropriate eye contact; Appears relaxed; Speaks without notes.	Appropriate language; Okay voice control; Mostly appropriate eye contact; Appears mostly relaxed; Uses notes occasionally.	Incorrect or inappropriate language; filler words, verbose; Problems with voice control; Inappropriate eye contact; Appears tense, nervous; Reads and/or relies heavily on notes.	
<b>Visual Aids</b> (Quality and Use)	Excellent visual aids; Seamless use of visual aids.	Appropriate visual aids; Appropriate use of visual aids.	Poor quality visual aids; Inept use of visual aids.	
<b>Scorer's Holistic Judgement</b>	Excellent oral communication for students at this level.	Satisfactory oral communication for students at this level.	Unsatisfactory oral communication for students at this level.	