Generic Speech Evaluation Form

Speaker _____ Date _____

Evaluation Area	Things That Worked	Suggestions for Improvement
Subject / Content: ▪ appropriate topic for audience ▪ meaningful, original ideas ▪ appropriate choice of words and examples ▪ word usage, grammar		
Organization ▪ engaging opening ▪ body flowed logically with supporting facts, examples, stories ▪ strong conclusion		
Delivery ▪ evidence of preparation ▪ voice quality, variety (rate, volume, pitch) ▪ manner, confidence, sincerity, enthusiasm ▪ gestures, eye contact, movement ▪ visuals, props		
Other		