University of Puerto Rico-Rio Piedras, College of General Studies-English Department
INGL 3103-3104 & 3123-3124 Oral Rubric

Section_____ Ref#_____ Evaluator_____ Date_____

CRITERIA	4 Distinguished Proficiency	3 Adequate Proficiency	2 Some/ Basic Proficiency	1 Limited/Unacceptable Proficiency	TOTAL
Organization	Information is in a logical, interesting sequence that audience can easily follow. Extremely well organized. Clearly and creatively introduces, develops and concludes the presentation. Stays on topic all of the time. Adequate balance of content.	Information is in a logical and clear sequence. Generally well organized. Clearly introduces, develops and concludes the presentation. Stays on topic most of the time. Good balance of content.	Sequence of information needs to be improved. Somewhat organized. Missing either introduction or conclusion of the presentation. Stays on topic some of the time. Fair balance of content.	Poor or non-existent organization. There is no clear sequence of information. Lacks balance of content. It was hard to tell what the topic was.	
Content Knowledge	Information presented is very thorough and well developed and supported. Demonstrates mastery of the topic. Shows a full understanding of the topic. Able to answer/address all questions.	Information presented is adequate and with adequate development and support. Demonstrates knowledge of the material presented. Shows a good understanding of the topic. Able to answer/address almost all questions.	Information presented is limited. Does not adequately develop or support ideas. Does not seem comfortable with the information. Shows a good understanding of parts of the topic. Able to answer/address only some of the questions.	Information presented is very limited. Provides no development or support. Does not have a grasp of the information. Does not seem to understand the topic. Not able to answer/address most of the questions about the subject.	
Length of Presentation	Presentation is an appropriate length (____minutes).	Presentation is a good length .Within _____minutes of allotted time +/-.	Presentation is too brief or too long. Within _____minutes of allotted time +/-.	Presentation is much too brief or much too long. _____minutes above or below the allotted time.	
Information Gathering/ Research	Consulted the minimum amount of scholarly sources required.	Consulted _____ scholarly sources of information.	Consulted _____ fewer scholarly sources of information than required.	Did not utilize scholarly sources of information.	
Information Gathering/ Format	All references are correct following MLA or APA format.	References in the Works Cited list are in MLA or APA format, but with some errors.	References are not in MLA or APA format.	There are no references.	
Integration of Information	Always gives credit to sources of information consulted to support ideas/content presented.	Usually gives credit to sources of information consulted to support ideas/content presented.	Rarely gives credit to sources of information consulted to support ideas/content presented.	Never gives credit to sources of information consulted to support ideas/content presented.	
Delivery	Has excellent eye contact and holds attention of audience. Delivery is fluid and dynamic, with excellent projection and fluctuation in volume. Speaks clearly and pronounces and articulates correctly all of the time. Shows self-confidence.	Has good eye contact and holds attention of audience. Delivery is fluid and somewhat interesting. Speaks with satisfactory volume. Speaks clearly and pronounces and articulates correctly most of the time.	Displays minimal eye contact and does not hold attention of audience. Volume is not always at appropriate level. Delivery is not engaging. Speaks clearly and pronounces and articulates correctly some of the time.	Has no eye contact with audience. Does not hold attention of audience. Speaks in low volume most of the time. Cannot be understood.	
Oral Language Use	Sentences are complete and grammatical, and they flow together easily. Vocabulary is appropriately chosen.	For the most part, sentences are complete and grammatical, and they flow together easily. With a few exceptions, vocabulary appropriately chosen.	Can follow the presentation, but some grammatical errors and use of slang are evident. Some sentences are incomplete/halting and/or vocabulary is somewhat limited or inappropriate.	Cannot focus on the ideas presented because of difficulties with grammar and appropriate vocabulary.	
Use of Communication Aids	Graphics are designed to reinforce the presentation and maximize audience understanding; use of media is varied and appropriate with media not being simply for the sake of use. Visual aids are colorful and large enough to be seen by all. Media are prepared in a professional manner.	Most graphics relate and aid the presentation. Font size is appropriate for reading. Appropriate information is prepared.	Occasional use of graphics that support the presentation. Visual aids are not colorful or clear. Lack of smooth transition from one slide to another. Font is too small to be easily seen.	Uses too many graphics, no graphics, or graphics that are so poorly prepared that they detract from the presentation.	
Comments:					

Based on Oral Competencies Rubric by Iowa State, 2005. Retrieved from ww.educ.iastate.edu/elps/rubricoral.html
Adapted and revised by Dorsía Smith, October 2016. Revised and approved by Level, October 2016.
Adapted and expanded by Brenda Camara, September 2011 and April 2015. Revised by Brenda Camara, Lydia Lopez and Dorsia Smith, December 2012. Revised by Brenda Camara, Dorsia Smith and Madeleine Vala, April 2013. Revised and approved by Level, April 2013 and May 2015. This rubric can be photocopied or reproduced and used with the unit's prior consent and appropriate credit noted on the document.