

University of Puerto Rico - Aguadilla
Department of Education
Department of English
Department of Office Systems

Rubric: Individual Oral Report

Name: _____

Professor _____

Course _____ Section _____

Grading Scale	
Excellent	Exhibits a high level of independence and creativity. Exceeds expectations.
Good	Performs in a competent and consistent manner demonstrates self-direction.
Satisfactory	Demonstrates minimum skill competencies.
Deficient	Requires constant support.
Poor	Displays an unacceptable level of competence.

Criteria	Excellent (5)	Good (4)	Satisfactory (3)	Deficient (2)	Poor (1)	Total
Content	Shows a full understanding of the topic.	Shows a good understanding of the topic.	Shows a good understanding of parts of the topic.	Does not seem to understand the topic very well.	Poor understanding of the topic.	
Attitude	Shows a great deal of enthusiasm while presenting the topic.	Shows adequate enthusiasm while presenting the topic.	Shows some enthusiasm while presenting the topic.	Shows little enthusiasm while presenting the topic.	Shows no enthusiasm while presenting the topic.	
Interaction with Audience	Able to accurately answer all questions posed by classmates.	Able to accurately answer most questions posed by classmates.	Able to accurately answer some of the questions posed by classmates.	Able to accurately answer few of the questions posed by classmates.	Able to accurately answer any of the questions posed by classmates.	
Creativity	Displays complete originality in the presentation of the topic.	Displays originality in most of the presentation of the topic.	Displays some originality in the presentation of the topic.	Displays very little originality in the presentation of the topic.	Lacks originality in the presentation of the topic.	
Organization	Completely organized and stays on the topic all the time.	Completely organized and stays on the topic most of the time.	Completely organized and stays on the topic some of the time.	Has difficulty organizing and staying on the topic.	Uses poor organization and does not stay on the topic.	

Criteria	Excellent (5)	Good (4)	Satisfactory (3)	Deficient (2)	Poor (1)	Total
Audiovisual Resources	Excellent use of audiovisual resources.	Effective use and quality of audiovisual resources.	Adequate use and quality of audiovisual resources was adequate.	Inadequate use of audiovisual resources.	Inadequate use of audiovisual resources.	
Time-Limit	Manages the time allotted for the presentation and distributes it efficiently throughout the presentation.	Manages the time allotted for the presentation and distributes it efficiently through most of the presentation.	Manages the time allotted for the presentation and distributes it efficiently through part of the presentation.	Has difficulty with time management.	Does not manage the time at all.	
Confidence and Preparedness	Excellent use of notes, relaxed. Student has obviously rehearsed.	Good use of notes. Student could have rehearsed more.	Student is somewhat prepared, but rehearsal was lacking.	Poorly prepared. He/She did not rehearse.	Did not meet the required preparation for the presentation.	
Vocabulary and Delivery	Complete clarity of expression and voice projection.	Good expression and voice projection.	Adequate expression and voice projection.	Has difficulty in expression and voice projection.	Performs very poorly.	
Sources	Uses excellent and sufficient sources to support the presentation.	Uses good sources to support the presentation.	Adequate use of sources to support the presentation.	Lacks sources to support the presentation.	Sources are poor or irrelevant.	

Revised by: Dr. Carmen I. Caban, Dr. Myrta L. Rosa, Dr. Aida Ocasio and Prof. Sigrid Sanchez
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