

Q & A Rubric

Criteria	Exceeds	Meets	Approaching	Needs Improvement
Facts	Speaker's facts went beyond answering Who, What, When, Where, How, and Why and show a technical understanding of the mode.	Speaker's facts answer Who, What, When, Where, How, and Why and show an adequate understanding of their item.	Speaker can provide some facts and answer most questions about their item (Who, What, When, Where, How, and Why), but cannot answer all.	Speaker has little to no facts. Speaker cannot answer Who, What, When, Where, How, and Why.
Body Language, Facial Expressions, Eye Contact	Speaker appears comfortable and confident with their delivery. Posture is good. Speaker's facial expressions matched their tone appropriately while using eye contact effectively.	Speaker appears comfortable; posture is good. Speaker's facial expressions are relaxed. Eye contact is maintained consistently.	Speaker's body language and facial expressions appear uneasy/nervous. Posture is decent. Speaker makes eye contact most of the time.	Speaker's body language and facial expressions illustrate obvious discomfort. Posture is poor. Speaker makes little to no eye contact.
Voice/Fluency	Speaker is energetic and enthusiastic. Speaker speaks clearly with no verbal pauses.	Speaker speaks clearly and at appropriate volume. Speaker paces speech appropriately.	Speaker speaks clearly, but quickly with occasional pauses.	Speaker mumbles throughout AND/OR lacks projection AND/OR speaks robotically.

Adapted from:

StudyLib. (n.d.). Assessment Criteria for Speeches. <https://studylib.net/doc/8890796/dr-lisa-rubric-from-information-packet>