

**Modified Primary Trait Analysis for Speaking Matrix
for Assessment of Oral Presentations**

	Highly Competent	Competent	Minimally Competent	Not Competent
Organization	Main points are balanced, divided logically into sub-points, and clearly related to topic; well organized with introduction, body, conclusion; effective transitions are included between introduction and body, between the body and conclusion, and between the main points; introduction includes effective attention-getter, thesis, statement of credibility, statement of relevance; conclusion includes summary and closure.	Conveyed a central idea or topic; most information presented in logical structure; adequate introduction, body, conclusion; adequate transitions.	Attempted to focus on an idea or topic; ideas were loosely connected to topic; structure unclear; introduction, body, conclusion detectable but not comprehensive; transitions unclear.	Had little or no focus on central idea or topic; no apparent logical structure; introduction, body, or conclusion absent; lacked transitions.
Language	Language is conducive for oral presentation resulting in a fluent speech; consistently used creative and memorable sentence structure and word choice; concrete, descriptive language is used; vocabulary is appropriate, slang and jargon are avoided or defined.	Used some varied sentence structure and word choice; unfamiliar terms easily interpreted; adequate standards of usage employed; minor fluency hiccups due to language choice.	Unfamiliar terms not easily interpreted; little varied sentence structure and word choice; minimal evidence of appropriate standards of usage; fluency hiccups due to language choice distracted from content.	Inadequate standards of usage; no varied sentence structure and word choice; unfamiliar terms not defined.
Material	Clear, complete oral citations were included in the speech; content was specific to the topic, sources were credible, relevant, and interesting; sufficient material was cited to support each main point.	Oral citations were clearly present but may lack minor details; content adequately specific, credible, relevant, sufficient, interesting; lacked support for some minor points.	Some oral citations were missing or incomplete, content minimally specific, credible, relevant, sufficient, interesting; minimal support.	Sources were not orally cited; content not specific, credible, relevant, sufficient, interesting; ideas not supported.

Analysis	Topic is made relevant to audience in the introduction and relevance is built throughout the body of the speech; Relevance is established for the specific audience; approach and structure highly consistent with overall purpose, logical progression and building of ideas; strong evidence of critical thinking.	Topic is made relevant to the audience in the introduction and in some other parts of the speech; relevance is established to a more general audience than the people present; approach and structure consistent with overall purpose; some evidence of critical thinking.	Attempt to establish relevance is made at one point in the speech; relevance is not established for a specific audience; approach and structure inconsistent with overall purpose; inconsistent evidence of critical thinking.	Limited adaptation to audience and situation; approach and structure not appropriate for the overall purpose; lacks evidence of critical thinking.
Nonverbal Delivery	Did not read from notes and/or audio visual materials; clearly engaged audience through sweeping, deliberate eye contact, purposeful gestures/movement, and facial expressions appropriate for content.	Referred occasionally to notes and/or audio visual materials; engaged audience through eye contact, gestures/movement, and facial expressions.	Relied heavily on notes and/or audio visual materials; exhibited minimal awareness of audience; infrequent eye contact or gestures; some distracting mannerisms.	Read directly from notes and/or audio visual materials; exhibited little or no audience awareness, gestures, or eye contact; frequent, distracting mannerisms.
Verbal Delivery	Voice varied in pitch, volume, rate, emphasis, inflection, and rhythm; appropriate enthusiasm; free of fillers (ahs, uhms, ers); highly effective articulation and pronunciation.	Some variation in pitch, volume, rate, and emphasis; minor fillers (ahs, uhms, ers); effective articulation and pronunciation.	Limited variation in pitch, volume, rate, and emphasis; some distracting fillers (ahs, uhms, ers); minimally effective articulation and pronunciation.	No variation in pitch, volume, rate, or emphasis; fillers (ahs, uhms, ers) detract from the presentation; lack of clear articulation and pronunciation.