**ENG 101 & 102 MINI PRESENTATION RUBRIC**

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| --- | --- | --- | --- |
|  | **3** | **2** | **1** |
| **Content** | * Effective display of the content requirements set by the task * (Effective use of visual aids required by the task) | * Moderately effective display of the content requirements set by the task * (Moderately effective use of visual aids required by the task) | * Ineffective display of the content requirements set by the task * (Ineffective/no use of visual aids required by the task) |
| **Language** | * A variety of language structures and vocabulary used correctly * Formal and appropriate language * Correct intonation and pronunciation | * A limited number of language structures and vocabulary with occasional mistakes * Occasional use of formal language * Occasional problems with intonation and pronunciation | * Very limited number of language structures and vocabulary with mistakes hindering communication * No attempt to use formal language * Severe problems with intonation and pronunciation |
| **Organization** |  | * Logical division of the topic into related parts * Smooth transitions throughout the presentation with target expressions appropriate for the task | * Limited /No sense of organization * Limited /No meaningful transitions |
| **Delivery and Style** |  | * Fluent speech with effective use of tone of voice, gestures, and eye contact * (Effective delivery of visual aids required by the task) | * Major problems with fluency and ineffective use of tone of voice, gestures, and eye contact * (Ineffective delivery of visual aids required by the task) |

**Note: Zero can be given in any/all of the bands above if the student does not show any understanding of the task or attempt to fulfill the task requirements.**

**ENG 101 - 102**

**MINI PRESENTATION FORMAT**

* Prepare your presentation following the format below:

Introduction

* Greetings (*Good morning / Good afternoon everybody / Ladies and gentlemen …*)
* Your name
* Your topic (*I am going to talk about ... today*)

Body

* First...
* Second, …

Conclusion

* A one-sentence summary of the main points (*Today, I have talked about …*)
* Thanking the audience and asking if they have any questions (*Thank you for listening… / Do you have any questions?)*

*Important reminder*

* You can have your notes with you in words/phrases in an outline format but you should not have a full written version of your presentation in your hand. In other words, you should not read; you should talk and establish eye-contact with everybody in the class, not only with the instructor.