

Presentation Title: _____

Directions: As you reflect on your presentation, place a check mark next to the skills (listed below) which you perform successfully. Jot down any evidence, comments, or thoughts you have about your performance in the column on the right.

	Do I ...	Notes
Ideas	<input type="checkbox"/> Present information, findings, and supporting evidence? <input type="checkbox"/> Develop my ideas with substance and a style appropriate to my purpose, audience, and task?	
Organization	<input type="checkbox"/> Present a line of reasoning that listeners can follow? <input type="checkbox"/> Organize information in a way that is appropriate to the purpose, audience, and task? <input type="checkbox"/> Clearly introduce the topic of the presentation? <input type="checkbox"/> Use appropriate and varied words or phrases to create cohesion and clarify relationships between sections of the presentation and/or ideas? <input type="checkbox"/> Have a conclusion that follows from and supports the ideas presented?	
Media	<input type="checkbox"/> Use digital media (e.g., textual, graphical, audio, visual, and interactive elements) strategically, to enhance listeners' understanding of my findings, reasoning, and evidence, and to add interest?	
Delivery	<input type="checkbox"/> Speak clearly, concisely, and logically? <input type="checkbox"/> Use appropriate eye contact, adequate volume, clear pronunciation, and effective inflection? <input type="checkbox"/> Hold the audience's attention and emphasize important points? <input type="checkbox"/> Use natural gestures and movements? <input type="checkbox"/> Appear poised and confident?	
Word Choice and Language	<input type="checkbox"/> Use grade-appropriate general academic and domain-specific words and phrases accurately? <input type="checkbox"/> Use parallel structure and various types of phrases to convey specific meaning and add variety and interest? <input type="checkbox"/> Make effective choices for meaning or style? <input type="checkbox"/> Use formal English and/or standard English grammar and usage when appropriate to task and situation?	
<p>The next time I present, I will ...</p>		