

Speech Evaluation

Speaker _____ Evaluator _____
Subject/ _____ Date _____

Evaluator: List your constructive comments under the appropriate headings. Emphasize the strong and weak points. In your oral comments, stress the outstanding qualities and be specific in pointing out the weakness in the talk. Write the details on this sheet and hand it to the speaker at the close of the meeting. **Do not use this form when evaluation is recorded in the manual.**

AS I SAW YOU

(Approach, Position, Personal Appearance, Facial Expression, Gestures, Detracting Mannerisms)

AS I HEARD YOU

(Content, Introduction, Body, Conclusion, Omit comments on grammar if Grammarian is appointed)

(Variety, Enthusiasm, Sincerity, Force, Rate, Pitch)

AS I REACTED TO YOU

What was the purpose of the talk? _____

Was the purpose achieved? _____

What was the talk interesting? _____

To improve your next speech, I suggest that you _____
