

# CS 471 - Senior Capstone I, Fall 2014

## Grading Rubrics for Oral Assignments

Mechanics		Unacceptable (< 70)	Minimum Acceptable (70)	Proficient (90)	Exemplary (100)
Organization	10	No introduction or conclusion; no logical ordering of ideas and listener can't follow the line of reasoning; most transitions could be improved; most information is too shallow or detailed for audience; presentation is too short or long; time spent on most topics is not commensurate with their importance	Ordering of ideas can be improved in many places; many transitions can be improved; many instances of information at the wrong level of detail; presentation is too short or long; time spent on many topics is not commensurate with their importance	Ordering of ideas can be improved in a few places; a few transitions can be improved; a few instances of information at the wrong level of detail; presentation is within specified length; time spent on some topics is not commensurate with their importance	Appropriate introduction, body and conclusion; logical ordering of ideas and listener can follow the line of reasoning; effective transitions between major ideas; level of information is appropriate for the audience; presentation is within specified length; time spent on a topic is commensurate with its importance
Communication Aids	10	Font and color are unreadable and/or distracting; littered with grammar/spelling errors; too much jargon; most points are missed by audience; most slides are busy or distracting; no use of figures when appropriate	Font and color selection is wrong; many grammar/spelling errors; much unnecessary jargon; many points are missed by audience; many slides are busy or distracting; many slides could be improved with figures	Font or color selection is wrong; a few grammar/spelling errors; some unnecessary jargon; some points are missed by audience; a few slides are busy or distracting; some slides could be improved with figures	Font and color is readable; no grammar/spelling errors; free of unnecessary jargon; information is represented and organized to maximize audience comprehension; details are minimized so that main points stand out; uses figures when appropriate
Delivery	10	Speaks softly or mumbles through most of presentation; pace is too fast/slow most of presentation; distracting gestures during most of the presentation; non-professional appearance; body	Speaks softly or mumbles many times; pace is too fast/slow many times; many distracting gestures; appearance mostly non-professional; body language	Speaks too softly or mumbles a few times; pace is too fast/slow a few times; a few distracting gestures; appearance mostly professional; body language becomes	Speaks clearly and can be heard by entire audience; proper pace and diction; avoids distracting gestures; professional appearance; body language is

		language reflects extreme discomfort	mostly reflects discomfort	uncomfortable a few times	comfortable entire presentation
Interaction	10	No eye contact with audience; doesn't clarify, restate or respond to questions with authority and accuracy; doesn't summarize at all; body language reflects extreme discomfort when interacting with audience	Minimal eye contact with audience; usually does not clarify, restate or respond to questions with authority and accuracy; rarely summarizes when needed; body language mostly reflects discomfort when interacting with audience	Marginal eye contact with audience; usually clarifies, restates and responds to questions with authority and accuracy; usually summarizes when needed; body language is uncomfortable a few times interacting with audience	Good eye contact with audience; consistently clarifies, restates and responds to questions with authority and accuracy; summarizes when needed; body language reflects comfort interacting with audience
<b>Technical Content</b>		<b>Unacceptable (&lt; 70)</b>	<b>Minimum Acceptable (70)</b>	<b>Proficient (90)</b>	<b>Exemplary (100)</b>
Completeness	20	Presentation does not provide adequate depth; key details are omitted or undeveloped	Additional depth needed in places; important information omitted or not fully developed	Presentation provides adequate depth and detail; a few needed details are omitted; major ideas adequately developed	Presentation provides good depth and detail; ideas are well developed; facts have adequate background
Accuracy	20	Most information presented is not accurate or relevant to the presentation and leads to wrong conclusions	Some information presented is not accurate or relevant and leads to sub-optimal conclusions	Some information presented is not accurate or relevant but still leads to appropriate conclusion	All information presented is accurate and used to draw appropriate conclusions
Conclusion	10	Results/conclusions are wrong and/or irrelevant	Results/conclusions are sub-optimal and/or irrelevant and do not reflect a strong understanding of the topic	Results/conclusions are mostly clear and relevant and reflect a strong understanding of the topic	Results/conclusions are clear and relevant and reflect a complete understanding of the topic
References	10	No citations/references or all given are to low-quality sources of information	Many citations/references are lacking or are to low-quality sources of information	Citations/references are lacking in a place or two	Citations support major ideas and lead to high-quality sources of information