

Write Speech

Rubric

Dimension 1 Written Outline

Reviewer Comment Prompt

- Look at the presentation of the outline, and how it is organized.
- What is good about the outline organization or focus?
- Could it be improved in any way?

AMERICAN GOVERNMENT

REVIEWER RATING PROMPT 1: SPEECH OUTLINE FOCUS (WEIGHT = 1)

The outline is an appropriate length has a consistent focus on the topic.

- 7** — The outline is the appropriate length and remains focused on the topic throughout.
- 6** — The outline is the appropriate length but loses focus in 1-2 places.
- 4** — The outline is far too long/short OR loses focus in several places.
- 2** — The outline is far too long/short AND often loses focus.
- 1** — The outline fails to meet the basic requirements set forth in the assignment description.

REVIEWER RATING PROMPT 2: CLEAR/CONCISE WRITING & ORGANIZATION (WEIGHT = 1)

The writing should be clear, concise, and without grammar or spelling errors.

- 7** — Writing is clear, concise, and contains no grammar or spelling errors.
AND
The outline fits according to format listed in directions.
- 6** — Writing is clear and concise but contains no more than two grammar or spelling errors.
AND
The outline fits according to format listed in directions.
- 4** — Writing is unorganized, rambles, and contains no more than five grammar or spelling errors.
AND/OR
The outline does not fit according to format listed in directions.
- 2** — Writing is unorganized, rambles, and contains more than five grammar or spelling errors.
AND/OR
The outline does not fit according to format listed in directions.
- 1** — Fails to meet the basic requirements set forth in the assignment descriptions.

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REVIEWER RATING PROMPT 3: SOURCE QUALITY (WEIGHT = 1)

The reference page should list at least four scholarly, reliable, and relevant sources.

- 7** — Reference page includes 5+ scholarly, reliable, and relevant sources.
- 6** — Reference page includes 4 scholarly, reliable, and relevant sources.
- 4** — Reference page includes 3 scholarly, reliable, and relevant sources OR 1 of the sources was not qualified for use.
- 2** — Reference page includes 2 or fewer scholarly, reliable, and relevant sources OR no more than 1 of the sources was not qualified for use.
- 1** — Fails to meet the basic requirements set forth in the assignment descriptions.

REVIEWER RATING PROMPT 4: REFERENCE PAGE (WEIGHT = 1)

The reference page should be properly formatted according to Chicago guidelines.

- 7** — Reference page is properly formatted with zero errors.
- 6** — Reference page is properly formatted with no more than three errors.
- 4** — Reference page is not properly formatted with more than three errors.
- 2** — Reference page is not properly formatted with more than five errors.
- 1** — Reference page is missing, or no attempt was made at Chicago formatting.

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Dimension 2 Content

Reviewer Comment Prompt

- Comment on the content of the outline.
- What is especially clear or interesting?
- Is anything unclear or missing?
- Is the thesis appropriate and does the rest of the outline relate back to it?
- Be specific when you make suggestions for improvement.

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REVIEWER RATING PROMPT 1: INTRODUCTION (WEIGHT = 1)

The speech outline should include all of the following:

- Attention Getter
- Relevancy
- Speaker Credibility
- Thesis Statement
- Preview Statement
- Transition Sentence

There should be no vagueness in anything being expressed.

- 7** — Excellent! Nothing additional is needed.
- 6** — Good! Everything is included but there is minor vagueness in what is being said.
- 4** — Fair. The speech is missing one of the required components AND/OR there is frequent vagueness in what is being said.
- 2** — Poor. The speech is missing one of the required components AND/OR there is a great amount of vagueness in what is being said.
- 1** — No clear or focused introduction is present in the outline

REVIEWER RATING PROMPT 2: THESIS (WEIGHT = 1)

The outline's thesis statement does all of the following and goes into a great amount of detail:

- Gives an overview of the topic (what)
- Gives main ideas to support argument/theme (why or how)
- Does not use language such as "the presentation is about"

- 7** — Excellent! Nothing additional is needed.
- 6** — Good! Everything is present but additional minor details should be added.
- 4** — Fair. The thesis statement is missing one required element AND/OR major details should be added.
- 2** — Poor. The thesis statement is missing two required elements AND/OR major details should be added.
- 1** — Either no thesis is present, or it lacks the basic requirements set forth in the assignment descriptions.

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Dimension 2 Content

Reviewer Comment Prompt

- Comment on the content of the outline.
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- Is anything unclear or missing?
- Is the thesis appropriate and does the rest of the outline relate back to it?
- Be specific when you make suggestions for improvement.

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REVIEWER RATING PROMPT 3: BODY (WEIGHT = 1)

The body should include all of the following and in sufficient detail:

- Each paragraph expresses the ideas of the writer clearly.
- Each paragraph flows with transition sentences from one idea to the next.
- Each paragraph uses sensory details to “show” instead of “tell”.

7

Excellent! Nothing additional is needed and each paragraph has between 5-6 sentences.

6

Good! Everything is present but minor details are needed. Each paragraph is 3 - 5 sentences.

4

Fair. One of the paragraphs is missing 1-3 of the above-listed criteria and each paragraph is 3-5 sentences.

2

Poor. Two paragraphs are missing the above-listed criteria and/or are shorter than 3 sentences.

1

Unsatisfactory. Body paragraphs are missing or missing all of the above-listed criteria.

REVIEWER RATING PROMPT 4: CONCLUSION (WEIGHT = 1)

The conclusion includes all of the following and has a sufficient amount of detail:

- Restatement of the thesis sentence
- Review of main points
- Closing statement

7

Excellent! Nothing additional is needed.

6

Good! Everything is present, but some minor details are missing.

4

Fair. One of the above criteria is missing.

2

Poor. More than one of the above criteria is missing.

1

Unsatisfactory. The conclusion is missing AND/OR all of the above-listed criteria are missing.