

Oral Presentation: Self-Assessment Checklist



Name: _____ Date: _____

Activity: _____ Course: _____

Performance Criteria	Yes	Could have done better
Organization		
I had an introduction and statement of purpose.		
My ideas were properly organized.		
I provided enough background information.		
I had a strong conclusion.		
Content		
My topic was clearly defined and explained.		
I presented the main points clearly.		
I used details to support main points.		
The vocabulary I used was appropriate.		
I felt well informed on the topic I was presenting.		
I stayed focused on the topic throughout the presentation.		
Delivery		
The volume of my voice was appropriate for audience.		
My enunciation was clear and precise.		
I spoke with an appropriate pace.		
I made frequent eye contact with my audience.		
My body language was not too relaxed or too stressed.		
I noticed how the audience responded to what I said.		
Presentation Support		
I used appropriate visual aids and supports.		
The visual aids and supports fit in with the presentation.		
My pronunciation, spelling, and grammar were accurate.		
My overall presentation was enthusiastic and effective.		

Additional comments:
