MBA Oral Communication Rubric

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| **Trait** | **Below Expectations**  **(1)** | **Meets**  **Expectations**  **(2)** | **Exceeds Expectations**  **(3)** |
| Make professional oral presentations that are organized and structured in a compelling manner. | Lacks logical sequencing of information and structure detracts from information presented Needs additional elaboration on key points. | Follows logical sequencing of information and has reasonable structure. Addresses key points. | Follows logical sequencing of information and structure. Flow is compelling. All key points are discussed. |
| Make professional oral presentations that develop a rapport with audience and appropriately use media. Have appropriate voice quality, pace, mannerisms, body language, professionalism and appearance. | Relies heavily on slides and lacks eye contact or connection with audience. Mumbles, mispronounces, speaks too fast, distracting mannerisms, appears nervous, inappropriate word choice. | Relies somewhat on slides, makes eye contact, and generally connects with audience.  Easily understood, no significantly distracting mannerisms, body language mostly demonstrates comfort, may lack some confidence, acceptable word choice. | Relies moderately on slides, continuously maintains eye contact and connects with audience. Enthusiastic and engaging, speaks clearly at comfortable pace, body language maintains audience’s interest, appears confident and has command of topic. |