

Listener Evaluation

As you practice your speech, ask your leader, teacher, or a member of your family to evaluate it. Listed below are some of the things you might look and listen for. If you have prepared successfully, there will be many "Yes" answers. However, the "No" answers will be the most important because they indicate what you should improve.

CONTENT	YES	NO
Was the purpose of this speech worthwhile?	<input type="checkbox"/>	<input type="checkbox"/>
Did you select the subject?	<input type="checkbox"/>	<input type="checkbox"/>
Was the purpose clearly stated?	<input type="checkbox"/>	<input type="checkbox"/>
Did the introduction get attention?	<input type="checkbox"/>	<input type="checkbox"/>
Did the introduction introduce the subject?	<input type="checkbox"/>	<input type="checkbox"/>
Were the main points easy to follow?	<input type="checkbox"/>	<input type="checkbox"/>
Were the main points arranged in the best order?	<input type="checkbox"/>	<input type="checkbox"/>
Were there no more than two main points?	<input type="checkbox"/>	<input type="checkbox"/>
Was each main point supported with information?	<input type="checkbox"/>	<input type="checkbox"/>
Was credit given to sources of information, if needed?	<input type="checkbox"/>	<input type="checkbox"/>
Was there enough information concerning the subject?	<input type="checkbox"/>	<input type="checkbox"/>
Was the conclusion short, interesting, final?	<input type="checkbox"/>	<input type="checkbox"/>
Were the sentences short, easy to understand?	<input type="checkbox"/>	<input type="checkbox"/>
Was the speech interesting?	<input type="checkbox"/>	<input type="checkbox"/>
DELIVERY		
Was the speaker friendly?	<input type="checkbox"/>	<input type="checkbox"/>
Did the speaker—		
Talk directly to the audience?	<input type="checkbox"/>	<input type="checkbox"/>
Look at the audience?	<input type="checkbox"/>	<input type="checkbox"/>
Have a posture that was erect but not stiff?	<input type="checkbox"/>	<input type="checkbox"/>
Refrain from using stilted, artificial gestures?	<input type="checkbox"/>	<input type="checkbox"/>
Seem relaxed, at ease?	<input type="checkbox"/>	<input type="checkbox"/>
Refrain from leaning on the speaker's stand?	<input type="checkbox"/>	<input type="checkbox"/>
Speak loudly enough?	<input type="checkbox"/>	<input type="checkbox"/>
Correctly pronounce all words?	<input type="checkbox"/>	<input type="checkbox"/>
Reflect the mood of the speech in facial expressions?	<input type="checkbox"/>	<input type="checkbox"/>
Use notes without detracting from the speech?	<input type="checkbox"/>	<input type="checkbox"/>
GENERAL		
Did the speaker—		
Stay within the 5-minute time limit?	<input type="checkbox"/>	<input type="checkbox"/>
Convey to the audience a sense of wanting to communicate?	<input type="checkbox"/>	<input type="checkbox"/>
Make the audience believe that this subject was important?	<input type="checkbox"/>	<input type="checkbox"/>
Use humor in the speech?	<input type="checkbox"/>	<input type="checkbox"/>
Seem to choose words at the time they were spoken? (Avoid a memorized or reading style of delivery?)	<input type="checkbox"/>	<input type="checkbox"/>
Seem natural, conversational, sincere? (Avoid too-big words, long sentences, dramatic voice, planned gestures?)	<input type="checkbox"/>	<input type="checkbox"/>
Did the speech reflect the thoughts and personality of the speaker?	<input type="checkbox"/>	<input type="checkbox"/>