

Presentation Grading Checklist

Presenter _____

Evaluation criteria for Japanese spoken presentation project:

Presentation:

1. The presenter had a clear statement of her/his favorite music and the reason why s/he chose it.

1 2 3 4 5

Gathering Informational Materials:

2. The gathered information represented the topic well, accurately and in proper order.

1 2 3 4 5

Organizing Information:

3. Outline and draft writings were turned in on time.

1 2 3 4 5

4. The information for the presentation followed the outline.

1 2 3 4 5

Language:

5. The presenter wrote a well-described, accurate, concise and sensible passage and sentences in Japanese as description for each visual aid.

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6. A variety of Kanji, Hiragana, and Katakana are accurately and appropriately used.

1 2 3 4 5

7. The presenter strived to improve draft writings by seeking consultation.

1 2 3 4 5

8. The introduction gained audiences' credible attention and the conclusion explained importance of the topics.

1 2 3 4 5

Visual Aids:

9. Visual aids were relevant to the topic.

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10. Visual aids clarified information and explained important details.

1 2 3 4 5

Delivery:

11. The presenter gave oral presentation in Japanese clearly with note cards with key points.

1 2 3 4 5

12. The presenter was well prepared with appropriate posture and gestures.

1 2 3 4 5

13. The presenter maintained good eye contact and good communicative skills.

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