SPEECH OUTLINE RUBRIC

Type of Speech: _____

Speech Element	4 Points	3 Points	2 Points	1 Point
Topic	Topic is indicated and clearly reflects speech content.	Topic is indicated but is too broad or does not reflect speech content.	Topic is indicated but is too broad and does not reflect speech content.	No topic is indicated.
Purpose	Clearly states what the speaker intends to accomplish and follows general rules to achieve this.	Clearly states what the speaker intends to accomplish but does not follow general rules to achieve this.	Does not clearly state what the speaker intends to accomplish but does follow general rules to achieve the goal.	Does not clearly state what the speaker intends to accomplish and does not follow general rules to achieve this.
Framework	Complete speech is outlined. Intro, body, and conclusion are labeled. Correct point indicators are used.	Complete speech is outlined. Intro, body, and conclusion are labeled, but correct point indicators are not used.	Complete speech is outlined, but intro, body, and conclusion are not labeled. Correct point indicators are not used.	Complete speech is not outlined. Intro, body, and conclusion are not labeled. Correct point indicators are not used.
Main & Supporting Points	Points are fully developed and well organized.	Points are not fully developed, but organization is clear.	Points are fully developed, but organizational problems are evident.	No clear points, no clear organization.
Mechanics	The writing generally includes correct spelling, accurate punctuation, and capitalization.	No more than two spelling, capitalization, or punctuation errors are evident.	No more than four spelling, capitalization, or punctuation errors are evident.	Five or more spelling, capitalization, or punctuation errors are evident.

Submitted on Time? ❏ Yes (5 Points)   ❏ No (0 Points)

SPEAK UP! | K20 L·E·A·R·N