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| You will be graded based on the following: | Points (0-2) | Comments |
| 1. **Introduction:** Did you introduce yourself? Biography? Did you mention the topic of your presentation? |  |  |
| 1. **Outline:** Did you talk about your outline? |  |  |
| 1. **Grammatical/Spelling/Vocabulary**: Do you have errors in the PowerPoint? |  |  |
| 1. **Visual aid**: Do you have appropriate pictures, videos, graphs? |  |  |
| 1. **Fluency**: How fast/slow do you speak? Do students/instructor keep up with you? |  |  |
| 1. **Pauses:** Do you have too many or too few pauses when you speak? |  |  |
| 1. **Filler words:** Do you use filler words while you are presenting? |  |  |
| 1. **Pronunciation:** Do you pronounce words correctly in your presentation? |  |  |
| 1. **Intonation:** Do you use correct intonation when you speak? |  |  |
| 1. **Grammar:** Do you use grammar correctly in your presentation? |  |  |
| 1. **Research:** Did you do research for this presentation? |  |  |
| 1. **Body of the presentation:** Are you answering questions that your instructor asked you to answer in your presentation? |  |  |
| 1. **Conclusion:** Do you have a strong conclusion? Did you summarize main points? |  |  |
| 1. **Duration of your presentation:** Is your presentation 5 minutes long? |  |  |
| 1. Is a student **speaking or reading**? |  |  |