

TOAST OF JAX TOASTMASTERS SPEECH EVALUATION WORKSHEET

SPEAKER: _____ **TITLE:** _____

EVALUATOR: _____ **DATE:** _____

WHAT WAS MESSAGE TO BE CONVEYED? _____

POINTS TO CONSIDER	WHAT HELPED THE MESSAGE COME ACROSS? WHY?	WHAT HINDERED MESSAGE TRANSMISSION? WHY?	HOW COULD LESS EFFECTIVE PARTS BE IMPROVED?
<u>CONTENT</u> • INTRODUCTION • BODY • CLOSE • APPROPRIATENESS • INTELLIGIBILITY • _____			
<u>USE OF:</u> • RESEARCH • ANECDOTES • EXAMPLES • HUMOR • VIVID LANGUAGE • _____			
<u>EXTERNALS:</u> • GESTURES • EYE CONTACT • VOICE • TONE • VOLUME • INFLECTION • MANNERISMS • USE OF AIDS			

SUMMARY:

STRENGTHS: _____

POINTS TO WORK ON: _____

OVERALL IMPRESSION: _____