

## Oral Report Grading Criteria

Student Name \_\_\_\_\_

Date \_\_\_\_\_

Criteria	Does not Meet Criteria	Approaching Criteria	Meets Criteria	Comments
<b>Preparation/Knowledge of Subject (4 Points)</b>				
Prepared, organized, ready to present	0		0.5	1
Ability to field questions	0	1	1.5	2
Attire and behavior	0		0.5	1
<b>Content: (Original, Informative, Organized, Complete; 20 Points)</b>				
<u>Introduction</u>				
Where, when, site information, dates	0		0.5	1
Overview of internship and primary duties	0		0.5	1
Introduction to Goals and Objectives	0		0.5	1
<u>Description and discussion of the internship experience</u>				
Detailed description of internship duties and experiences	0	1	2	3
Review of Goal and Objectives	0	1	2	3
Success in Goal completion	0		0.5	1
Acquired skills and knowledge	0	0.5	1	2
Challenges, Observations, Experiences and Opportunities	0	0.5	1	2
<u>Summary and conclusions</u>				
Key academic experiences (prior course work) in relation to internship responsibilities	0		0.5	1
Strengths and weaknesses of the internship	0		0.5	1
Recommendations (to the Department, future interns, other)	0	0.5	1	2
Reflection on benefit of the internship. Future direction.	0	0.5	1	2
<b>Presentation (6 Points)</b>				
Use of PowerPoint visuals	0	0.5	1	2
Length as instructed (18-20 minutes)	0		1	2
Speaking style: clear, concise, fluent, relaxed	0	0.5	1	2
<b>Extra Effort</b>				
<b>Presentation Total (30 possible points)</b>				