

EVALUATION GUIDE FOR THE 'MAIDEN SPEECH'

Title :

Evaluator :

Date :

Note to the Evaluator: The purpose of this speech is to speaker to introduce himself/herself to the group.

This speech must have a clear opening, body and conclusion. Be sure to mention the strong and the commendable part of the speech and gently mention the areas that could be improved further. Encourage the speaker to do the next speech soon. Your evaluation should make the speaker feel better and should be encouraging. They should be happy about registering to the speak up programme. Please fill in the following questions with answers.

What are the strong points the speaker already have?

Did the got to know about the speaker? How?

How well was speech is crafted?

How clearly and audibly speaker speak?

Did the speech have proper opening body and conclusion?

What one or two suggestions that you can give the speaker ton improve (Show the speaker the way to have greatest improvement on their next speech)