EVALUATION FORM
Understanding Emotional Intelligence

Member Name _____   **Date** _____

Evaluator _____   **Speech Length:** 5 – 7 minutes

Speech Title _____

Purpose Statements

- The purpose of this project is for the member to cultivate an understanding of how his or her emotions impact relationships. It is also designed to help the member identify how others' emotions impact his or her emotional state.
- The purpose of this speech is for the member to share some aspect of his or her experience journaling emotions or being aware of emotions when interacting with others.

Notes for the Evaluator

During the completion of this project, the member spent a minimum of two weeks keeping a journal about his or her emotional responses to situations and people.

About this speech:

- The member will deliver a well-organized speech about his or her experience keeping a journal and/or will share the impact of having better awareness of his or her emotions and the emotions of others.
- The speech may be humorous, informational, or any style the member chooses. The style should be appropriate for content of the speech.
- The speech should not be a report on the content of the "Understanding Emotional Intelligence" project.

General Comments

You excelled at:

You may want to work on:

To challenge yourself:

For the evaluator: In addition to your verbal evaluation, please complete this form.

5 EXEMPLARY	**4** EXCELS	**3** ACCOMPLISHED	**2** EMERGING	**1** DEVELOPING

Clarity: Spoken language is clear and is easily understood

5　　4　　3　　2　　1

Comment:

Vocal Variety: Uses tone, speed, and volume as tools

5　　4　　3　　2　　1

Comment:

Eye Contact: Effectively uses eye contact to engage audience

5　　4　　3　　2　　1

Comment:

Gestures: Uses physical gestures effectively

5　　4　　3　　2　　1

Comment:

Audience Awareness: Demonstrates awareness of audience engagement and needs

5　　4　　3　　2　　1

Comment:

Comfort Level: Appears comfortable with the audience

5　　4　　3　　2　　1

Comment:

Interest: Engages audience with interesting, well-constructed content

5　　4　　3　　2　　1

Comment:

Topic: Shares some aspect of his or her experience journaling emotions or being aware of emotions when interacting with others

5　　4　　3　　2　　1

Comment:

This criteria lists the specific goals and expectations for the speech. Please review each level to help you complete the evaluation.

Clarity

5 – Is an exemplary public speaker who is always understood

4 – Excels at communicating using the spoken word

3 – Spoken language is clear and is easily understood

2 – Spoken language is somewhat unclear or challenging to understand

1 – Spoken language is unclear or not easily understood

Vocal Variety

5 – Uses the tools of tone, speed, and volume to perfection

4 – Excels at using tone, speed, and volume as tools

3 – Uses tone, speed, and volume as tools

2 – Use of tone, speed, and volume requires further practice

1 – Ineffective use of tone, speed, and volume

Eye Contact

5 – Uses eye contact to convey emotion and elicit response

4 – Uses eye contact to gauge audience reaction and response

3 – Effectively uses eye contact to engage audience

2 – Eye contact with audience needs improvement

1 – Makes little or no eye contact with audience

Gestures

5 – Fully integrates physical gestures with content to deliver an exemplary speech

4 – Uses physical gestures as a tool to enhance speech

3 – Uses physical gestures effectively

2 – Uses somewhat distracting or limited gestures

1 – Uses very distracting gestures or no gestures

Audience Awareness

5 – Engages audience completely and anticipates audience needs

4 – Is fully aware of audience engagement/needs and responds effectively

3 – Demonstrates awareness of audience engagement and needs

2 – Audience engagement or awareness of audience requires further practice

1 – Makes little or no attempt to engage audience or meet audience needs

Comfort Level

5 – Appears completely self-assured with the audience

4 – Appears fully at ease with the audience

3 – Appears comfortable with the audience

2 – Appears uncomfortable with the audience

1 – Appears highly uncomfortable with the audience

Interest

5 – Fully engages audience with exemplary, well-constructed content

4 – Engages audience with highly compelling, well-constructed content

3 – Engages audience with interesting, well-constructed content

2 – Content is interesting but not well-constructed or is well-constructed but not interesting

1 – Content is neither interesting nor well-constructed

Topic

5 – Delivers an exemplary speech about some aspect of his or her experience journaling emotions or being aware of emotions when interacting with others

4 – Delivers a compelling speech about some aspect of his or her experience journaling emotions or being aware of emotions when interacting with others

3 – Shares some aspect of his or her experience journaling emotions or being aware of emotions when interacting with others

2 – Mentions some aspect of his or her experience journaling emotions or being aware of emotions when interacting with others

1 – Speaks on a topic other than some aspect of his or her experience journaling emotions or being aware of emotions when interacting with others