**Feedback on Presentations**

When giving feedback, do not repeat errors but suggest the correct word or phrase instead

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | ***Criteria*** | **GOOD** | **Good Enough** | **Not Quite Good Enough** |
| **language** | sounding | *fluency* | fluent throughout | fluent here and there | a few long pauses |
| *stressed syllables*  | helping comprehension | mostly right | sometimes a bit misleading  |
| *intonation* | natural, lively | varied here and there | (almost) boring  |
| correct | *vocabulary* | easy | partially easy | it should be…, for example |
| *grammar* | correct | just a few errors  | making listening difficult  |
| interact *syntax* | short and simple sentences | sometimes a bit complicated  | very long sentences  |
| **presentation skills**  | body lang. | *your posture*  | upright | a bit stiff  | not quite natural  |
| *your [dʒ] gestures*  | clear | a bit hasty | few |
| *you kept eye-contact with* | everybody | some of us | your palm cards / the teacher  |
| *your voice*  | loud and clear  | mostly loud enough | too soft a few times |
| substance | *advance organisers, structure*  | preview: 1, 2, 3 and review of the main points | the preview was all right but we would like a review, too | no preview or review, few details, little structure,  |
| *headings in the agenda* | to the point | fairly clear  | meaningless |
| *examples* | original and funny | easy to remember | a bit far-fetched |
| *proper phrases* | opening and closing phrases | e.g. no proper closing phrase  | no proper beginning or ending  |
| interact. | *cue-cards* | size A6 or A7; <3 cues each  | A5 or A4, >3 words each | whole sentences |
| *questions*  | quite a few  | some / a few | very few |
| *manners* | *nice and polite* | *rather easy* | *not very friendly*  |
|  | *overall impression* | fully committed  | fairly lively  | bored / boring |

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