

ASSESSING TO LEARN

Name and Surname(s)

Course

Group

COMMUNICATION OF CONTENT NON-VERBAL COMMUNICATION COMMUNICATION IN ENGLISH

ASSESSMENT CRITERIA	LEVELS	Achieved	Partly achieved	Not achieved
	01. Subject Knowledge		Good command. Thorough, relevant and accurate information.	Message lacks depth. Accurate but inadequate or repetitive at times.
02. Organisation		Logical and cohesive. Clear, effective introduction and conclusion. Appropriate timing.	Some lapses. Good introduction and conclusion. Over or under allotted time.	Poor. Unclear introduction and conclusion. Too long or too short.
03. Examples		Explicit. Key points clarified at all times.	Clear. Some points not supported.	Unclear. Rarely provided clarification.
04. Handling Questions		Able to answer accurately.	Able to answer most questions.	Unable to answer some questions.
05. Visual Aids		Relevant and accurate content. Effective.	Mostly relevant and accurate content. Somewhat effective.	Irrelevant support of subject. Inaccurate and ineffective.
06. Body Language		Confident and effective.	Slightly forced or unnatural.	Unnatural or stiff.

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07. Eye Contact		Holds attention, purposeful.	Not consistent, returned to notes regularly.	Minimal or read from notes.
08. Voice		Good projection, no disfluencies.	Audible, some disfluencies.	Inaudible at times, many disfluencies.
09. Rhythm		Adequate flow and rhythm. Effective.	Occasional pace disruptions. Mostly effective.	Irregular pace. Ineffective.
10. Tone		Confident, positive and engaged.	Competent, slightly monotone.	Lacked certainty and variation.
11. Transitions		Excellent signposting language used.	Lacked signposting language at times.	No signposting language used.
12. Grammar		Accurate. Almost no mistakes.	Minor mistakes. Some first language interference.	Serious mistakes. Lack of control.
13. Pronunciation		Precise and accurate throughout.	Inaccurate or unclear on some key words.	Inaccurate or unclear on many words.
14. Register		Appropriate and consistent. Polite manner and language.	Register not always suitable to task and situations.	Language and/or manner too casual or too formal. Not suitable.
15. Vocabulary		Wide range, suited to the task. Accurate terminology.	Limited, sometimes unsuitable. Mostly accurate terms.	Limited or unsuitable. Inaccurate terminology.

