

Table Topics Evaluator | Protocol

Date:

Name:

IF YOU ARE THE TABLE TOPICS EVALUATOR

- Please enter your evaluation of the table topics speeches in this form.
- Pay attention to the evaluation criteria and evaluate according to the evaluation grid.
- Note the weighting: The weighting is only for your analysis as in the competition and will not be communicated!
- Concentrate on 1 to 2 striking aspects per speaker.
- Give in your assessment to the aspects with hints what the speakers can do better.
- Don't forget to evaluate the TT moderator as well: topics, storytelling etc.
- Your speaking time: 4 to 5 minutes
- Give this form to the secretary at the end of the meeting

EVALUATION CRITERIA:

Structure of the speech: does the speaker connect his or her ideas in a way that the audience can understand? The impromptu speech is built around a purpose. The structure must include an opening, a main body, and a conclusion. The response should be supported with relative examples and illustrations, facts and impressions, and delivered fluently.

Effectiveness: refers to the subjective judgment of how the speech is received by the rater. Could the speaker's intent be discerned? Did the speech relate directly to the question or topic asked? Was the answer delivered clearly and logically?

Nonverbal communication: is partly responsible for the success of a speech. The appearance of the speaker should support his speech. Body language should support the messages of the speech through gestures, expression and posture.

Voice: is the sound that carries the message. It should be flexible, change from one pitch to another for emphasis, and vary in speed and volume. A good voice can be easily heard and easily understood.

Language: refers to the choice of words regarding the purpose of the speech and the specific audience. The language should make the thought clearly understood, fit the occasion, and be in good taste.

Correctness: of language ensures that the listener's attention is focused on what the speaker is saying, not how he or she is saying it. Correct grammar and pronunciation prove that the speaker is using the words used.

Criteria	Weighting	Speaker 1	Speaker 2	Speaker 3	Speaker 4	Speaker 5
Introduction, body, conclusion, organization, flow	30 %					
Logic, directness, enthusiasm, speech goal achieved, audience response.	25 %					
Appearance and body language, facial expressions	15 %					
Flexibility, volume	15 %					
Purpose appropriate, grammar, word choice, pronunciation	15 %					
Remarks						