



Executive Evaluation Form

Meeting Day/Time

Speaker _____ Date of Speech _____

Goal/Type of Speech _____ Level _____ Topic _____

Evaluation	Circle item below, if applicable	Needs improvement	Satisfactory	Above Average
1) Professional Appearance <i>Well groomed and dressed in appropriate "business casual" attire for Speakers League, or for the topic of the speech.</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2) Eye Contact <i>Clearly not reliant on reading the speech. Frequent and extended eye contact with the camera lens.</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3) Smoothness of Delivery <i>Did not lose place frequently or stumble over words during the speech, causing distracting breaks in the presentation. Reading the speech without strong eye contact is not satisfactory.</i>	Appeared that member primarily read the speech (optional to check box also)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4) Gestures <i>Body language was natural and added interest to the speech.</i>	Not applicable yet (don't check a box unless Satisfactory+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5) Vocal Variety <i>Used power, pacing, pitch, and pauses to add meaning and interest.</i>	Not applicable yet (don't check a box unless Satisfactory+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6) Visual Aids <i>Appropriate number of non-distracting visual aids were used to help the audience members understand and remember what they heard. Screen-sharing (if applicable) was handled smoothly.</i>	Not applicable yet (don't check a box unless Satisfactory+)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7) Organization <i>The speech conveyed a thesis or theme, i.e. a central idea, purpose, or specific topic, and followed a logical order, or format to explain, persuade, or prove.</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8) Understandable material <i>Speech was relevant and appropriate to most of the group, and did not require significant prior knowledge of the topic, to understand, enjoy, and/or learn from the speech.</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9) Perceived Effort Invested <i>Topic was substantive and presentation demonstrated meaningful preparation and practice invested by speaker.</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10) Met Time Eligibility <i>Speech length fell within the established eligibility parameters for this speech.</i>		<input type="checkbox"/> No	<input type="checkbox"/> Yes	<i>Level III + and JSL Advanced members must meet eligibility to "pass" their speech.</i>

Other General Comments:

Level II (and JSL Intermediate) speakers, in addition to meeting the stated goal of the speech, should rate "Satisfactory," or better, in at least 7 out of 10 in the non-Online Aspects categories above. Speakers in Level III, and above, (and JSL Advanced) should rate "Satisfactory," or better, in 8 out of 12 areas above.

Yes No

Did the speaker meet the goal of the speech?

If no, what is the recommendation?

Completed by: _____ Circle: Chairperson Mentor Level III Level IV Meeting Manager