

## Preview - Outline Grading Rubric

The outline grading rubric compliments Informative Speech.

Objective/Criteria	Performance Indicators		
	Effectively Accomplishes	Needs Improvement	Not Accomplished
<b>Opening Elements</b>	(3 points) Specific purpose in place. Open with impact statement. Clear, one sentence thesis statement. Connect with audience by stating relevancy. Preview main ideas. Format of opening correct with roman numerals and headers.	(2 points) Missing one of the opening elements. Opening element not correctly stated. Improper formatting.	(1 points) Opening elements are not identified or missing. No formatting in place.
<b>Body</b>	(3 points) Main points are clearly identified. Sub and supporting points are in place. Complete sentences are used not key words. Signposts and transition statements bridge ideas together. Spelling and grammar at college standard.	(2 points) Main points are identified but sub and supporting points are not in place or are not fully developed. Signposts and transition statements to bridge ideas together are not clear or missing. Minor formatting, spelling or grammatical problems.	(1 points) The body of the speech is not organized. No sub or supporting points. No signposts or transition statements or incomplete. Not formatted correctly. Spelling and/or grammatical errors.
<b>Closing Elements</b>	(1 points) Ideas are clearly summarized. Close with impact statement in place. Format correct.	(0.5 points) Minor problems with summary statement and close with impact statement. Or minor formatting issues.	(0 points) Summary and close with impact are not identified or missing. No formatting of ideas.
<b>Sources (APA Format)</b>	(3 points) A min. of 3 credible sources cited in APA format.	(2 points) Missing a source citation; used the same source twice, not in APA format or minor errors with formatting.	(0 points) No sources presented or used 1 or same source. No attempt to place in APA format.
			out of 10