



**The following rubric contains the three elements that should be considered when students are creating and presenting *Microsoft PowerPoint* presentations as part of a class assignment in which the presentations are given before the class. There are three elements that should be considered.**

1. The design elements of the presentation itself.
2. The material or information that is covered through the presentation.
3. The student's delivery of the presentation.

**All three elements must work well together for an effective presentation.**

***Things to Be Considered in Reviewing Presentations***

<b>Appearance and Aesthetics of Presentation</b>	<b>Content of Slides</b>	<b>Delivery of Presentation</b>
Type size was appropriate for the screen.	Information was arranged logically on the slides.	Speaker spoke clearly and enunciated well.
Font style was legible for the audience.	Rule of 6 was followed for all slides.	Speaker faced the audience and made eye contact.
Text alignment and size were consistent throughout the slides.	Speakers' message was persuasive.	Speaker had no distracting mannerisms.
Color scheme was appropriate and not distracting.	Factual information was included in the presentation.	Speaker elaborated on information contained on the slides rather than reading them.
Images added to the message.	The presentation showed originality / creativeness.	Speaker moved at an appropriate pace—the audience could follow with ease.
Slide animations and transitions were effectively used.	Sources of information were documented.	Speaker answered questions well.