

## KINS4520: Presentation Rubric

Category	5 Points	4 Points	3 Points	2 Points	1 Point
<b>Content</b>	Thoroughly addresses all of the questions within "General Guidelines," providing reasonable justifications for decisions and financial numbers used.	Addresses all questions from "General Guidelines," providing justifications for all decisions and financial numbers used.	Addresses most of the questions from "General Guidelines" providing rationale for decisions and financial numbers used.	Addresses some of the questions from "General Guidelines" providing weak rationale for decisions and financial numbers used.	Address few-to-none of the questions from "General Guidelines" Providing little-to-no rationale for decisions and financial numbers used.
<b>Preparedness</b>	Group was completely prepared for the presentation, accurately reflecting information detailed in their paper. Presentation and all supporting material were exceptionally designed, obviously giving consideration to "Presentation Tips"	Majority of group demonstrated preparedness, accurately reflecting what was in their paper. Presentation slides and material were good, and ordered in a logical manner, but could use more refinement.	Group was "reasonably" prepared for the presentation, only "highlighting" info in their paper. Slides and other material were "okay," and presentation structure could have been improved.	Group was not reasonably prepared for presentation. Did not touch all relevant material from their paper. Slides were simple with ineffective use of additional materials. Structure was poor.	Group was not prepared. Did not adequately cover info from their paper. Slides had errors and were poorly designed. No consideration was made to use of supplementary materials.
<b>Presentation Skills</b>	Presenters showed strong understanding of material. They did not 'read' slides, spoke confidently, with good eye contact and voice projection.  Transitions were planned and well thought out between group members	Presenters showed 'good' understanding of material. They rarely 'read' slides, and usually spoke with confidence. Fairly frequent "umms and uhhs."  Transitions were planned but could have been smoother.	Presenters showed 'okay' understanding of material. They occasionally 'read' slides. Lacked consistent confidence and voice projection  Group member transitions were planned but 'rough'	Presenters showed 'inadequate' understanding of material. They 'often' read slides. Poor voice projection, and lack of confidence when presenting.  Transitions were 'rough' and poorly planned.	Presenters do not understand material being presented. Regularly 'read' slides. Poor voice projection and lack of confidence when presenting.  Transitions did not appear to have been rehearsed prior. 'Unacceptable' transitions.
<b>Professionalism</b>	Entire group was dressed professionally, carried themselves with good body language throughout the presentation. Responses to questions were answered in an appropriate manner.	Entire group was dressed professionally, with decent body language for majority of presentation. Responses to most questions were answered appropriately.	Most of group was dressed professionally, with decent body language for majority of presentation. Responses to some questions were not business appropriate.	Few group members dressed professionally. Body language was "okay." Responses to some questions were not business appropriate.	Not dressed appropriately. Body language was inconsistent throughout presentation. Responses to questions rarely business appropriate.
<b>Time</b>	Completed in 15-20 min timeframe	Completed in 10-15 min timeframe	Did not finish presentation within 20 min limit.	Presentation did not last 10 min	