

EAST · DONCASTER · SECONDARY · COLLEGE

V.C.E. English Units 1 & 2 ~ Effective Oral Communication Assessment Sheet



EAST DONCASTER
Secondary College

Name: Form:

Date of Assessment:

Type of Oral Communication:

Purpose(s): To inform To entertain To persuade To instruct

Topic:

Grade

Teacher Signature

.....

First Impression

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Criteria for the Award of Grades (in order of importance)

	High	Medium	Low	N/A
1. Knowledge of chosen content and exploration of ideas				
• Knowledge of the chosen content	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Effective and appropriate exploration of ideas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Structure and development				
• Effective and appropriate selection of ideas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Coherent ordering and development of ideas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Interaction				
• Able to listen to others and respond to what is said	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Able to use nonverbal language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Expression				
• General expressiveness and fluency of the work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Effectiveness and appropriateness of the language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Control of the mechanics of the English language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Preparation				
• Evidence of thorough preparation of material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Qualities decisive for Grade Allocation

.....

.....

.....

Grade Descriptions

- A Demonstrated imaginative exploration of a range of complex ideas. Deep understanding of material. Used language fluently and effectively. Responded confidently to audience. Strong use of nonverbal communication.
- B Explored a range of structured ideas. Showed insight into chosen content. Used language accurately, and according to audience and purpose. Good use of nonverbal communication.
- C Communicated some developed ideas. Demonstrated effective selection and ordering of ideas. Showed reasonable understanding of content. Showed some ability to respond to an audience. Some use of nonverbal communication.
- D Adequate communication of chosen ideas. Some variation in presentation. Limited response to audience.
- E Presented basic material. Used adequate expression. Minor interaction with audience.