

# COLORADO 4-H

## Prepared Speech Score Sheet



COLORADO STATE UNIVERSITY  
EXTENSION

**OVERALL RANK**

Speaker's Name: \_\_\_\_\_ County: \_\_\_\_\_

Topic: \_\_\_\_\_

BASIS FOR SCORING	Needs Improvement	Fair	Good	Excellent	COMMENTS
<b>General Appearance (10% of score)</b>					
Posture & poise	1	2	3 4	5	
Appropriate dress, no visible distractions	1	2	3 4	5	
<b>Projection to Audience (10% of score)</b>					
Eye contact & facial expressions	1	2	3 4	5	
Body control, gestures	1	2	3 4	5	
<b>Voice Control (15% of score)</b>					
Pitch & volume	1	2	3 4	5	
Inflection & emphasis	1	2	3 4	5	
Articulation	1	2	3 4	5	
<b>Pronunciation &amp; Enunciation (10% of score)</b>	1 2	3 4 5	6 7 8	9 10	
<b>Language Effectiveness (10% of score)</b>					
Appropriate words	1	2	3 4	5	
Skill in using meaningful quotes	1	2	3 4	5	
<b>Organization of Content (25% of score)</b>					
Introductory statements of key points	1	2	3 4	5	
Introduction gains attention	1	2	3 4	5	
Body – Development of key points	1	2	3 4	5	
Conclusion – Summary of key points	1	2	3 4	5	
Statement & coverage of topic	1	2	3 4	5	
<b>Overall Quality (20% of score)</b>					
Originality	1	2	3 4	5	
Appropriate topic	1	2	3 4	5	
Skill in use of notes	1	2	3 4	5	
Topic coverage	1	2	3 4	5	
<b>COLUMN TOTAL:</b>					

Total Points: \_\_\_\_\_

Time of Speech: \_\_\_\_\_ minutes \_\_\_\_\_ seconds

Deduction for Time: - \_\_\_\_\_

**FINAL SCORE:** \_\_\_\_\_  
(100 Pts. Possible)

*Prepared speeches must be 6 to 8 minutes long. A penalty of 2 points for each 30 seconds over or under the time limit will be assessed.*