

FHS Presentation Evaluation

Speaker _____ Class Day/Time _____

Topic _____ Date _____

Business Plan Presentation Rubric

PRESENTATION CONTENT		20
Introduction Gained attention and interest Topic clear/worthwhile Previewed body of speech Body Organization/Main points clear Main points fully supported Strength/Clarity of citations Conclusion Clear/vivid ending Other Details Topic Questions	Intro, Business Idea Mission Statement Trade Area, Location Customers Competitors Organization (employees), Business Structure Startup Costs Marketing Financials Income – Sales 1 st Month Explained Expenses – Top Expenses Explained Profit Loan Terms / Conclusion Questions	

PRESENTATION AIDS		10
Quality Integration Originality Enhances information Appearance Type	Neat, clean, professional product Devise used throughout presentation Careful consideration of images/clip art Makes clear connections to the presentation Easy to read (font type, font size, color), appropriate background, summary info, well designed, 7-7 PP rule PP Video Foamboard Other: _____	PP only = 9

PRESENTATION DELIVERY		10
Maintained strong eye contact Gestures/body language Articulation Vocal projection/variety Appeared prepared/organized Business Casual Dress Completed in time limit	Speaker was able to look at the audience Appropriate hand gestures, did not rock/sway Could clearly understand speaker's words Could hear speaker and used vocal variety Speaker confident and knowledgeable in content Appropriate dress (see web site) Presentation + Questions = 10 +/- 2 Time: _____	

Notes:

Loan Terms

Income

Expenses