Information Technology Skills:

Choosing Appropriate Software

Presentation Assessment Rubric

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|  | Excellent (4) | Good (3) | Fair (2) | Poor (1) |
| Effectiveness of presentation | The main point of the presentation was stated clearly and emphasized. | The presentation was somewhat effective; the main points were stated, though maybe not emphasized. | The presentation was ambiguous or left the audience wondering about the software application. | The presentation did not state a main point or educate the audience about software. |
| Software was fully explained | Details about the software’s type, purpose, and use were developed and clear to the audience. | Details about the software’s type, purpose, and use were somewhat developed and clear to the audience. Additional details would have been helpful. | Details about the software’s type, purpose, and use were undeveloped and somewhat unclear to the audience. Additional details would have been helpful. | The presentation did not include relevant details about software. |
| Organization of presentation | Student presentation is organized logically and easy for the audience to follow. | Student presentation is somewhat organized; the audience could follow it. | Student presentation is somewhat haphazard; audience found it difficult to follow at times. | Student presentation was not organized; the audience could not follow along. |
| Vocabulary and language choices | Choice of vocabulary is professional and appropriate to a message for the audience. Words chosen reinforce a professional image of the students. | Choice of vocabulary is somewhat professional and appropriate to a message for the audience. Words chosen somewhat reinforce a professional image of the students. | Choice of vocabulary needs to be improved so that it is professional and appropriate to a message for the audience. Some slang or simplistic words should be replaced. | Choice of vocabulary is not professional and appropriate to a message for the audience. Slang or simplistic words replace those that would better represent the students. |