

PowerPoint Rubric

Student(s):

	Exemplary (4)	Proficient (3)	Basic (2)	Minimal (1)	Points
Introduction/ Title Slide	<ul style="list-style-type: none"> • Presents overall Topic • Grabs audience attention • Topic relates to audience interest/goals 	<ul style="list-style-type: none"> • Clear & coherent • Relates to topic 	<ul style="list-style-type: none"> • Shows some structure • Does not create strong sense of topic • Overly detailed/incomplete • Somewhat appealing 	<ul style="list-style-type: none"> • Does not introduce topic • Not interesting/relevant 	
Content	<ul style="list-style-type: none"> • Clear & concise • Logical progression of ideas • Accurate & complete 	<ul style="list-style-type: none"> • Logical progression of ideas • Unnecessary length/detail 	<ul style="list-style-type: none"> • Vague in conveying point • No sense of purpose • Information shows some understanding of topic 	<ul style="list-style-type: none"> • Lacks a clear point • No logical sequence of information • Limited understanding of topic • Not all accurate 	
Text Elements <i>7x7 Rule: no more than 7 words per line, and 7 lines per slide</i>	<ul style="list-style-type: none"> • Easy-to-read • Point size varies appropriately for headings and text • 7x7 Rule is followed (not too much text) 	<ul style="list-style-type: none"> • Font is sometimes difficult or distracting to read • 7x7 Rules is followed 	<ul style="list-style-type: none"> • Font is often difficult to read • Bold, italics, or underlining is distracting or overused • Some slides do not obey 7x7 	<ul style="list-style-type: none"> • Text is extremely difficult to read • Inappropriate use of color contrast, bold, italic, underline, formatting • 7x7 rule not obeyed 	
Appearance/ Layout	<ul style="list-style-type: none"> • Layout is visually appealing and supports overall message • Appropriate use of background and theme • Logo, footer, and slide # included on all slides 	<ul style="list-style-type: none"> • Layout is pleasant • Background is appropriate • Logo, footer or slide # is missing 	<ul style="list-style-type: none"> • Layout appears cluttered or busy • Background is distracting • Large gaps of white space • Logo, footer, or slide # is missing 	<ul style="list-style-type: none"> • Layout is cluttered, confusing • No headings • Background is very distracting • Large gaps of white space • Logo, footer, and slide # are missing 	
Transitions/ Effects	<ul style="list-style-type: none"> • All transitions and animation enhance the presentation without distraction • Sounds and other media do not distract the audience • All effects are not distracting and are appropriate to the topic and overall theme 	<ul style="list-style-type: none"> • Transitions and animation is mostly used appropriately and effectively, but could be less distracting 	<ul style="list-style-type: none"> • Transitions and animation are often distracting • Sound or other media seems unrelated to topic 	<ul style="list-style-type: none"> • Transitions and animation are highly distracting • Sound or other media is very distracting and does not relate to topic 	
Writing Mechanics	<ul style="list-style-type: none"> • No spelling, punctuation, or grammatical errors 	<ul style="list-style-type: none"> • Little or no editing required for spelling/grammar 	<ul style="list-style-type: none"> • 3-5 errors exist in text 	<ul style="list-style-type: none"> • More than 5 errors exist in text • Spelling, punctuation, capitalization, usage, and grammar errors are repetitive and distracting 	

	Exemplary	Proficient	Basic	Minimal	Points
Eye Contact / Visual Presentation	<ul style="list-style-type: none"> • Great eye contact with whole audience • Does not stare or read screen 	<ul style="list-style-type: none"> • Good eye contact with most of audience • Does not stare at screen 	<ul style="list-style-type: none"> • Eye contact is lacking and not with entire audience • Is sometimes looking at screen 	<ul style="list-style-type: none"> • Little to no eye contact with audience • Relying on the screen for content • Stares at screen 	
Oral Presentation & Volume	<ul style="list-style-type: none"> • Adds great amount of information besides what is on slides • Shows interest and enthusiasm • Speaks with clear voice with appropriate volume • Does not use verbal fillers 	<ul style="list-style-type: none"> • Adds some information besides what is on slides • Shows general interest in topic • Speaks clearly most of the time • Volume is adequate • Rarely uses verbal fillers (not distracting) 	<ul style="list-style-type: none"> • Adds little information besides what is on slides • Shows little enthusiasm/interest • Needs to speak a little clearer • Needs to speak a little louder/softer • Sometimes uses verbal fillers 	<ul style="list-style-type: none"> • Does not add information besides what is on slides • Does not show interest in presentation • Can't understand the speaker • Volume is not appropriate (too loud/soft) • Constantly uses verbal fillers (umm, ahh, so, like...) 	

Total Points: _____ / _____

Points	Grade
29-32	A
26-28	B
23-25	C
20-22	D
Less than 20	F

Notes: