

Oral Presentation Rubric: Job Shadowing

Category	20 – 16	15 – 11	10 – 6	5 – 0	Score
Preparedness	Student is completely prepared and has obviously rehearsed.	Student seems pretty prepared but might have needed a couple more rehearsals.	The student is somewhat prepared, but it is clear that rehearsal was lacking.	Student does not seem at all prepared to present.	
Time Limit	Presentation is 4-5 minutes long.	Presentation is 3 minutes long OR more than 7 minutes long.	Presentation is 2 minutes long.	Presentation is less than 2 minutes long.	
Content	Clearly introduced the company/site of job shadow. Described duties of the person they shadowed. Correctly identified the pathway of the job situation. Clearly the student gained something from the experience and shared details with the group.	The student gained something from the experience and shared the details with the group with a good understanding of the job. Incorrectly identified career pathway of the job situation.	Didn't know enough information to introduce the company/site of job shadow. The student gained something from the experience and shared this with the group. Was unable to identify the career pathway of the job situation.	Does not seem to understand the purpose of job shadowing or the job that he/she shadowed very well. Did not identify career pathway of the job situation.	
Volume/Speaking Voice	Volume is loud enough to be heard by all members throughout the presentation. The student speaks clearly and is very easy to understand.	Volume is loud enough to be heard by all audience members at least 90% of the time. The student speaks clearly and is very easy to understand.	Volume is loud enough to be heard by all audience members at least 80% of the time. The speaker mumbles a little, but is pretty easy to understand.	Volume is often too soft to be heard by all audience members, so much so that the speaker has to be asked to speak up. The speaker mumbles quite a bit and is difficult to understand.	
Enthusiasm	Facial expressions and body language generate a strong interest and enthusiasm about what the student learned about the job.	Facial expressions and body language sometimes generate a strong interest and enthusiasm about what the student learned.	Facial expressions and body language seem to express disinterest in the project.	Very little use of facial expressions or body language. Did not generate much interest in topic being presented, AND/OR the presenter disrespects or badmouths the employer her/she shadowed.	
Student Reflection form	The form was completed in full using complete sentences. Clearly some serious thought went into its completion.	The form was completed but lacked proper sentence structure.	The form was incomplete. The form lacked the demonstration of serious effort.	No form was received.	

TOTAL: _____/120

Introduces job shadow site: Name of company, department

Describes duties of the person they job shadowed.

Identify the career pathway of the job situation.

Share some observations and/or experiences.