## How-to Speech Written Rubric Score:\_\_\_\_ / 24

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| --- | --- | --- | --- | --- |
|  | 1 – Unsatisfactory | 2 - Fair | 3 – Good | 4 - Excellent! |
| Ideas | Creates an incomplete explanation | Tries to explain, but details may be unclear | Creates a solid explanation with clear details | Creates a well-focused explanation with clear and important details |
| Organization | Does not include a clear beginning and steps are not presented in order; no lead or conclusion | Presents some steps out of order; has a lead and conclusion | Introduces the topic and presents steps in a logical order; lead and conclusion wrap up the speech | Explains the task in an engaging way, with steps presented in a logical order; lead and conclusion are captivating |
| Voice | Does not use a personal voice and shows little knowledge of the topic | Does not connect to readers with enthusiasm | Uses a personal tone and shows knowledge | Uses a personal style and shows an original knowledge of the task |
| Word Choice | Uses words that do not explain the task, with no time-order words | Includes few time-order words and uses unclear verbs | Includes some time-order words and some precise words | Uses time-order words and strong, precise verbs |
| Sentence Fluency | Includes incomplete and confusing sentences | Includes readable sentences, but sentences lack variety; all sentences begin the same | Includes varied easy-to-follow sentences, with some variety of sentence beginnings | Uses a variety of sentences that flow smoothly and each begin differently |
| Conventions | Makes serious and repeated errors. | Makes frequent errors that confuse the reader | Has minor errors that do not confuse the reader | Is free or almost free of errors |