

Toastmasters International Evaluation Judging Criteria and Ballot

ANALYTICAL QUALITY refers to the effectiveness of the evaluation. Every evaluation should carefully analyze the strengths and weaknesses of the speaker's presentation. Were the evaluator's comments clear and logical? Did the evaluator identify specific strengths and weaknesses of the presentation?

RECOMMENDATIONS are an important part of an evaluation. An evaluator not only points out the strengths and weaknesses of a speech, he/she also offers specific recommendations for improvement. Recommendations should be practical, helpful and positive, and they should enable the speaker to improve his or her next presentation.

TECHNIQUE refers to the manner in which the evaluator presents his/her comments and recommendation. An evaluator should be sensitive to the feelings and needs of the speaker, yet inspire and encourage the speaker in his/her future speaking efforts.

SUMMATION is how the evaluator concludes the evaluation. The conclusion should briefly summarize the evaluator's comments and suggestions, and be positive and encouraging.

JUDGING ITEMS	SUGGESTED POINT VALUES				1	2	3	4	5	6	7	8	9
	E X C E L L E N T	V E R Y G O O D	G O O D	F A I R									
ANALYTICAL QUALITY CLEAR, FOCUSED	40	28-39	17-27	0-16									
RECOMMENDATIONS POSITIVE, SPECIFIC, HELPFUL	30	22-29	13-21	0-12									
TECHNIQUE SYMPATHETIC, SENSITIVE MOTIVATIONAL	15	11-14	6-10	0-5									
SUMMATION CONCISE, ENCOURAGING	15	11-14	6-10	0-5									
TOTAL SCORE (100 POINTS POSSIBLE)													

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