

THE SPEECH EVALUATION TEMPLATE - 1. Collect, 2. Select, 3. Structure, 4. Deliver!

Speaker: _____ Project: _____ Date: _____



Commendations:



Recommendations:

Opening: < 30 sec.



"What did you like?"
<60 sec

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"How can speaker improve?"



< 90 sec

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Closing: < 30 sec. Summary + Uplifting message