

Academic Presentation + Discussion Evaluation Rubric (60% of the final proposal grade)

Criteria	1 point*	2 points	3 points**
Content Organization	<ul style="list-style-type: none"> • The content of the presentation corresponds to the topic. • The speaker uses terminology relevant to the subject. • The speaker uses linking devices to connect ideas. • The speaker’s answers to follow-up questions correspond to the questions. 	<ul style="list-style-type: none"> • The opening part introduces the purpose of the presentation. • The main part elaborates on the relevance of the study/project, review of previous research/projects or products (3+ min), gap(s)/need(s), and methods. • The concluding part provides information about the study/project’s contribution to theory and/or practice and preliminary findings (if any). • The presentation contains APA-style references to cited literature (on slides and in the reference list). • When answering questions, the speaker displays adequate grasp of their subject matter and ability to justify their decisions. 	<ul style="list-style-type: none"> • The opening part contains the timing and the rules for asking questions. • The information specific to each major section of the proposal is presented logically and in sufficient detail. • The speaker effectively uses a range of linking devices during presentation and discussion. • All APA-style references are formatted appropriately. • When answering questions, the speaker shows solid grasp of their subject matter and ability to justify their decisions.
Language Use	<ul style="list-style-type: none"> • The speaker maintains appropriate (academic) style during both presentation and discussion. • The vocabulary and grammar are generally appropriate, with a few non-impeding inaccuracies. • The speaker naturally fills in pauses caused by breakdowns of different nature. 	<ul style="list-style-type: none"> • The speaker uses ***academic collocations and grammatical structures specific to research proposals during both presentation and discussion. • The use of tenses and verb forms is appropriate. • Pronunciation and speech flow are natural and within academic standards. 	<ul style="list-style-type: none"> • The collocations and grammatical structures are varied and used accurately during both presentation and discussion. • Answers to the questions are compelling and to the point. • Appropriate hedges and boosters are used where necessary.
Manner of Delivery	<ul style="list-style-type: none"> • ****The presentation is given without reading off much text from slides or paper. • The speaker delivers the presentation within the given time limit (6-8 min). 	<ul style="list-style-type: none"> • The presentation is given without consulting any notes (except to look up names or figures). • The speaker maintains an adequate level of eye contact. • The presenter speaks with confidence and ease, maintaining a certain level of dynamics and keeping an appropriate posture and body language. 	
Visual Aids	<ul style="list-style-type: none"> • Visual aids are well readable (font, color). • Visuals have no distracting elements (unless their use is explicitly justified). • Each visual contains only key words and phrases without complete sentences (except for RQs/hypotheses). 	<ul style="list-style-type: none"> • Each visual has a relevant heading. • Visuals are prepared in a certain style consistent throughout the presentation. • Visuals have no spelling mistakes or typos. 	

* The absence of any of the aspects from this column will result in 0 points for the given criterion.

****This column** describes requirements **in addition to** those detailed in columns 1 and 2.

*** Use of high-level collocations (especially those produced by AI tools) without understanding their meaning will result in 0 points for the “Language Use” criterion.

**** If the entire presentation is read off notes or slides, the speaker will be stopped and given 0 points for the presentation (and discussion).

Total points: _____ out of 10.