

SPEECH EVALUATOR

➤ **BEFORE THE MEETING**

First of all get in touch with the speaker. Get to know which project the speaker does. Discuss with him or her of his or her goals and which specific areas he or her would like to get help or feedback.

Name of the speaker _____

Speech title _____

Speech number _____

Speech goals _____

➤ **GENERAL EVALUATION**

(When you give your impressions, always say I. If you have to talk to the speaker always use his last name).

STRUCTURE AND ORGANIZATION E. T.B. B. P.