

EVALUATE YOUR PROGRESS

PART 1

Congratulations! You've now completed five speech projects. This is a good opportunity to evaluate your progress and to set new goals. Complete the evaluation form below, rating your abilities in each category using the following guide. Circle the appropriate rating for each statement:

- 5 = Excellent, a personal strength
- 4 = Very good, little room for improvement
- 3 = Satisfactory, but could be better
- 2 = Could improve, needs more attention
- 1 = A real weakness for me, needs plenty of attention

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| 1. I feel confident and comfortable about giving a speech. | 5 4 3 2 1 |
| 2. I enjoy speaking before an audience. | 5 4 3 2 1 |
| 3. I easily find good speech topics. | 5 4 3 2 1 |
| 4. I am able to organize my speeches so they effectively convey my message. | 5 4 3 2 1 |
| 5. My speech openings capture the audience's interest and lead into my topic. | 5 4 3 2 1 |
| 6. My speech conclusions are strong and memorable. | 5 4 3 2 1 |
| 7. My speeches are free of such verbal crutches as "ah" and "um." | 5 4 3 2 1 |
| 8. I am careful to use words that precisely and vividly carry my message to the audience. | 5 4 3 2 1 |
| 9. I am able to think quickly and clearly in an impromptu speaking situation. | 5 4 3 2 1 |
| 10. I do not depend on notes when giving a speech. | 5 4 3 2 1 |

What skills would you like to improve? Set your goals in the space below.

Don't worry if you found some skills that you would like to improve. You'll have more opportunity to practice in the next five projects! There is still much more to learn. In the next projects, you'll study how to use your voice effectively, how to research your topic, how to use visual aids, and how to persuade and inspire your audience.