

Formal Assessment Task 4: Prepared speech

Guidelines:

1. Research the topic but don't be tempted to plagiarize. Select the facts that are interesting so you don't bore your audience to death.
2. Plan and organise your speech.
 - a. Collect and keep texts (pictures, posters, cartoons or any other audio-visual material). Display or refer to these when presenting.
 - b. Your speech should have an introduction, body and conclusion
3. The length of your speech should be close to 2 minutes. (about 2 pages)
4. After you have written your speech, edit it with the following in mind:
 - a. The speech must be cohesive.
 - b. The content must be related to the chosen topic.
 - c. There must be sincerity and maturity.
 - d. Good range of vocabulary in speech.
 - e. No over-use of rhetorical questions.
 - f. Avoid an abundance of clichés and statistics.
 - g. Use colourful language.
 - h. Remember this is a formal presentation.
5. Prepare cue cards, remember this is non-negotiable.
 - a. Cue cards should be of a reasonable size – not too large to obscure your face or too small to make handling difficult.
 - b. Paper or card board – preferably card board
 - c. Key point per paragraph.
6. Practise your speech using the following guidelines:
 - a. Find your personal style ... don't try to be someone you're not.
 - b. Practise in front of the mirror until you are comfortable with your facial expressions and gestures.
 - c. Learn to talk around your key words. Each key word should trigger your memory and you should be able to recall the points around the key words.
 - d. Rehearse your speech in your mind, exploring ways to talk yourself out of mistakes. Remember that the audience doesn't know what is written on your cue cards, so if you carry on despite your mistake, they won't notice.

Topics:

1. Strange world records set in history.
2. The world would be a better place if...
3. What mythology can teach us.
4. If I could be any character from a book/movie/series...
5. How sport contributes to emotional well-being.
6. Why online games should become a school league competition.
7. What I wish my teachers knew.
8. Co-ed schools - better or worse than single-gender schools?
9. Why it is important for society to have rules and laws.
10. The supernatural - real or fake?

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Go to some effort in your planning and preparation - your research and planning should be evident in your presentation.

Presentations start on 22 April from 14:00 tot 16:00.
Good luck and enjoy the activity!

Learner's name: _____

Grade 10 key: _____ Date: ___/___/2020

	Exceptional 10 - 8	Skillful 7 - 6	Moderate 5 - 4	Elementary 3 - 2	Inadequate 1 - 0	Mark
Research skills	Convincing evidence that a wide range of interesting and relevant sources have been consulted	Good evidence that a wide range of interesting and relevant sources have been consulted	Satisfactory evidence that relevant sources have been consulted	Limited evidence that relevant sources were used	Use of sources not evident	
Content	A wide range of new and interesting facts and examples make the presentation impressive. <u>Thoroughly planned</u> according to task, audience, context and format. Striking <u>introduction</u> which immediately grasps audience attention. Brilliant <u>development of ideas</u> and coherent / cohesive argument. Content reflects outstanding <u>creativity, originality and mature insight</u> . <u>Skillful ending</u> thoroughly drawn together.	<u>Interesting facts and examples</u> contribute to a well-structured presentation. <u>Well planned</u> according to task, audience, context and format. <u>Good and appropriate introduction</u> which arouses interest. <u>Good, and sustained development of ideas</u> and argument. Content reflects <u>creativity, originality</u> and some insight. <u>Good conclusion</u> .	<u>Some new and interesting facts and examples</u> have been given. <u>Satisfactory planning</u> according to task, audience, context and format. <u>Reasonably good introduction</u> which still arouses interest. <u>Argument can be followed</u> . Content <u>fairly original, but not always creative and insight sometimes lacking</u> . <u>Reasonably good ending, but sometimes lacks cohesion</u> .	Presentation is <u>adequate but without the spark of new ideas, facts or information</u> . <u>Elementary planning</u> according to task, audience, context and format. <u>Introduction adequate</u> which arouses some interest. <u>Some development of ideas and argument but has problems with cohesion</u> . Content <u>not always creative and lacks insight</u> . <u>Elementary conclusion</u> .	<u>Little evidence of research</u> owing to lack of new ideas, facts or information. <u>No evidence of planning</u> according to task, audience, context and format. <u>Introduction, barely arouses interest</u> . <u>Arguments are inconsistent / can barely be followed</u> . Content <u>lacks creativity or originality</u> . <u>Hardly any evidence of a conclusion</u> .	
Critical use of language	Appropriate style and register. Mature vocabulary and creative language use. Outstanding awareness and manipulation of language in order to evoke audience response	Appropriate style and register. Skillful vocabulary and creative language use. Good awareness of language and usage.	Style and register mostly appropriate. Reasonably mature vocabulary and creative language use. Reasonable awareness and manipulation of language in order to evoke audience response.	Style and register rarely appropriate. Elementary vocabulary and language use. Some awareness and manipulation of language in order to evoke audience response.	Inappropriate style and register. Limited vocabulary and language use. Struggles to manipulate language in order to evoke audience response.	
Presentation	Natural delivery, a fluent skilled and animated presenter. Clearly audible articulation. Confident delivery with very little use of notes. Eye contact, facial expressions, gestures and body language outstanding, functional and convincing.	Good presenter, fluent presentation. Largely audible articulation. Notes used effectively. Eye contact, facial expressions, gestures and body language largely functional and convincing.	Reasonably fluent presenter, but sometimes shows hesitation. Reasonably clear articulation and audibility. Some dependency on notes but still good contact with the audience. Eye contact, facial expressions, gestures and body language reasonably convincing.	Sometimes fluent. Only relatively audible and articulate. Use of notes often detracts from presentation. Inadequate eye contact, facial expressions, gestures and body language, not always convincing.	Lacks fluency, hesitant, lacks expression. Articulation not clear and hardly audible. Dependent on notes. Very little eye contact / facial expressions / body language.	
Use of audio and/or visual aids	Excellent and thoughtful choice and presentation of visual/other aids, fully integrated into the speech to contribute effectively to the success of the presentation.	Good and appropriate choice and use of visual / other aids successfully integrated into the speech to contribute effectively to the success of the presentation	Visual/other aids are mostly relevant to the topic and contribute to the success of the presentation	Visual / other aids poorly used, not always totally appropriate	Use of aids clumsy and not functional.	
Comments:					TOTAL (50)	
Signature:					TOTAL/2.5 (20)	