

Sample Assessment for Panel Discussions

For each item listed, circle a mark out of 10.

Name of Student: _____		Date: _____		
1. Preparation (research, background reading)	1 2 3 4 5 6 7 8 9 10			
2. Ability to persuade	1 2 3 4 5 6 7 8 9 10			
3. Contribution to group learning	1 2 3 4 5 6 7 8 9 10			
4. Ability to listen (concentration, understanding)	1 2 3 4 5 6 7 8 9 10			
5. Clearness of ideas presented	1 2 3 4 5 6 7 8 9 10			
6. Use of important details to support statements made	1 2 3 4 5 6 7 8 9 10			
7. Effectiveness of delivery (volume, pronunciation, rate, gestures, eye contact)*	1 2 3 4 5 6 7 8 9 10			
8. Effective use of language (word choice, grammar, sentence structure)	1 2 3 4 5 6 7 8 9 10			
9. Overall organization (introduction, body, conclusion)	1 2 3 4 5 6 7 8 9 10			
10. Responses to questions	1 2 3 4 5 6 7 8 9 10			
Now total the marks you circled.		<table style="margin-left: auto; border: none;"> <tr> <td style="border-top: 1px solid black; width: 50px;"></td> <td style="text-align: center; border-top: 1px solid black;">100</td> </tr> </table>		100
	100			
Comments: <div style="border: 1px solid black; height: 150px; margin-top: 10px;"></div>				
Signature of Evaluator _____				

* Some of the items listed in this checklist (e.g. pronunciation, rate, eye contact) can vary across cultures and in accordance with situation. Teachers should also be aware of second language and dialectical differences that can be present in students' speech, and adapt their assessment instruments accordingly.