



ACCREDITED SPEAKER PROGRAM

JUDGES GUIDE AND BALLOT

Judging Criteria

Instructions to Judge: The accreditation is to be undertaken with the sole purpose of determining the skill and expertise of the speaker as a professional presenter. Toastmasters International considers the professional speaker as one who applies his or her communication skills toward the various purposes of speaking: informing, motivating, inspiring, entertaining, and leading seminars and discussion groups.

Content

Speech Development: Did the speaker put ideas together so the audience could understand them? Was the speech structured around a purpose or an idea, and did the structure include a clear opening, body, and conclusion? Were transitions effective? Did the speech immediately engage the audience's attention and then move forward toward a significant conclusion? Was the development supported by relevant examples, illustrations, stories, facts and figures, delivered with smoothness in a way that blended into the framework of the speech to present the audience with a unified whole?

Audience Response: Was the audience's interest held by the speaker? Was excitement or agreement created? Was the subject appropriate for their intended audience? If humor was used, did the speaker incorporate appropriate humor during the presentation?

Speech Value: Did the speaker say something meaningful and original to the audience? The listeners should feel the speaker made a contribution to their thinking. The ideas should be important ones, although this does not preclude a humorous presentation of them. Was it an original thought? Was it logical?

Delivery

Physical: Did the speaker's appearance reinforce the speech, whether inspirational, entertaining, or instructional? Did their body language support points through congruent gestures, expressions, staging, props and body positioning?

Voice: Was the voice flexible, moving from one pitch level to another for emphasis, and did it illustrate a variety of rate, volume and intonation? A good voice can be clearly heard and words easily understood.

Platform Style: Did the speaker speak with enthusiasm and assurance, showing interest in the audience and confidence in their reactions? If audio/visual was used (props, slides, etc.) were they used with effectiveness and professionalism?

Language

Appropriateness: This refers to the choice of words that relate to the speech purpose and to the particular audience hearing the speech. Did the language promote clear understanding of thoughts and precisely fit the occasion?

Correctness: Did the speaker make proper use of correct grammar, pronunciation and word selection?

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Candidate's Name: _____

Criteria		Excellent	Very Good	Good	Fair	Total
CONTENT	Speech Development: Structure; Organization; Support Materials	10	8	6	4	/ 40
	Audience Response: Attentiveness; Interest; Excitement or Agreement Created; Reception of Humor	20	16	12	8	
	Speech Value: Ideas; Logic; Originality	10	8	6	4	
DELIVERY	Physical: Appearance; Body Language	15	12	9	6	/ 45
	Voice: Flexibility; Volume; Rate; Intonation	15	12	9	6	
	Platform Style: Directness; Assurance; Enthusiasm; Effective Use of A/V	15	12	9	6	
LANGUAGE	Appropriateness: Clear understanding of Purpose; Fit Occasion	10	8	6	4	/ 15
	Correctness: Grammar; Punctuation; Word Selection	5	4	3	2	



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As you make your decision, please consider your answers to the following questions:

- Would you refer this speaker for a paid engagement?
- Would you hire this speaker to address your company or organization?

POINT VALUE	Level 1: A minimum of 68 points are required to pass	PASS <input type="checkbox"/>	FAIL <input type="checkbox"/>	N/A <input type="checkbox"/>	/ 100
	Level 2: A minimum of 80 points are required to pass	PASS <input type="checkbox"/>	FAIL <input type="checkbox"/>	N/A <input type="checkbox"/>	

COMMENTS	
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