



# 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 the 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, although this does not mean they cannot be presented in a humorous manner. 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/visuals were 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?

Criteria		Performance		Score
Content	<b>Audience Response:</b> Attentiveness; Interest; Excitement or Agreement Created; Reception of Humor	OUTSTANDING EXCELLENT GOOD FAIR POOR	17 – 20 13 – 16 9 – 12 5 – 8 1 – 4	
	<b>Speech Development:</b> Structure; Organization; Supporting Materials	OUTSTANDING EXCELLENT GOOD FAIR POOR	9 – 10 7 – 8 5 – 6 3 – 4 1 – 2	
	<b>Speech Value:</b> Ideas; Logic; Originality	OUTSTANDING EXCELLENT GOOD FAIR POOR	9 – 10 7 – 8 5 – 6 3 – 4 1 – 2	
<b>Content Total (out of 40):</b>				
Criteria		Performance		Score
Delivery	<b>Physical:</b> Appearance; Body Language	OUTSTANDING EXCELLENT GOOD FAIR POOR	13 – 15 10 – 12 7 – 9 4 – 6 1 – 3	
	<b>Voice:</b> Flexibility; Volume; Rate; Inflection	OUTSTANDING EXCELLENT GOOD FAIR POOR	13 – 15 10 – 12 7 – 9 4 – 6 1 – 3	
	<b>Platform Style:</b> Directness; Assurance; Enthusiasm; Effective Use of Visual Aids and Props	OUTSTANDING EXCELLENT GOOD FAIR POOR	9 – 10 7 – 8 5 – 6 3 – 4 1 – 2	
<b>Delivery Total (out of 40):</b>				
Criteria		Performance		Score
Language	<b>Appropriateness:</b> Clear understanding of Purpose; Language is fitting the for occasion	OUTSTANDING EXCELLENT GOOD FAIR POOR	9 – 10 7 – 8 5 – 6 3 – 4 1 – 2	
	<b>Correctness:</b> Grammar; Pronunciation; Word Selection	OUTSTANDING EXCELLENT GOOD FAIR POOR	9 – 10 7 – 8 5 – 6 3 – 4 1 – 2	
<b>Language Total (out of 20):</b>				

**Speaker Name:**

Calculate your scores below.

	<b>Criteria</b>	<b>Total</b>	<b>Pass/Fail</b>
<b>Point Value</b>	Content (out of 40)		80 – 100 PASS
	Delivery (out of 40)		0 – 79 FAIL
	Language (out of 20)		
	<b>GRAND TOTAL (out of 100):</b>		

Only your comments below will be provided to the speaker. Scores will remain confidential.

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Comments: