



**FACULTY OF ENGINEERING**  
**Final Year Project**  
**Oral Presentation Rubrics (20%)**

CT(QM)-FE-03D(iii)

Group No. : \_\_\_\_\_ Programme : \_\_\_\_\_

Name : \_\_\_\_\_ Matric No. : \_\_\_\_\_

Project Title : \_\_\_\_\_

**Instruction: Please rate your student according to the marking criteria below. Fill in column “MARKS’ for each criteria with 0/1/2/3/ (Marks in decimal point is not allowed).**

Criteria/ Level	CO/ PO	Marking Criteria				Weightage (w)	Marks (n)	Total Marks (n*w)
		<i>n=0</i>	<i>n=1</i>	<i>n=2</i>	<i>n=3</i>			
Professional Etiquette	CO6/ PO9	Appearance is not suitable and untidy.  No movement or descriptive gestures  No eye contact with the audience, as entire report reads from notes.	Appearance is not suitable, but tidy.  Very little movement or descriptive gestures.  Displayed minimal eye contact with the audience, while reading mostly from the notes.	Appearance is smart casual.  Made movements or gestures that enhance articulation.  Consistent use of direct eye contact with the audience, but still returns to notes.	Appearance is professional and suitable for presentation.  The movements seem fluid and help the audience visualize.  Holds attention of the entire audience with the use of direct eye contact, seldom looking at notes.	2		
Presentation slides/material	CO6/ PO9	The presentation slides/material has poor legibility and visual quality.	The presentation slides/material has fair legibility, visual quality and creativity	The presentation slides/material has acceptable legibility, visual quality and creativity	The presentation slides/material has excellent legibility, visual quality and creativity	2		
Communication /Presentation skill	CO6/ PO9	The student is unable to convey the message, demonstrate no confidence and inaudible.	The student is able to convey the message with limited confidence, weak voice and poor interaction with the audience.	The student is able to convey the message with acceptable confidence, clear voice and fair interaction with the audience.	The student is able to convey the message convincingly and effectively with confidence, clear voice and good interaction with the audience.	4		
Organization of presentation content	CO6/ PO9	The content included is not relevant, no structure and no sequencing/flow.	The content included is fairly relevant, poorly structured and poor sequencing/flow.	The content included is relevant, acceptable structure and organized in a satisfactory manner and good sequencing/flow.	The content included is very relevant, clearly structured and organized in a logical manner and excellent sequencing/flow.	3		
Time management	CO6/ PO9	The student is unable to present within the specified time	The student is able to present within the specified time with poor time allocation for each section	The student is able to present within the specified time, with satisfactory time allocation for each section	The student is able to present within the specified time, with excellent time allocation for each section	2		

Subject Knowledge	CO5/ PO11	The student does not have grasp of information; student cannot answer questions about the subject.	The student is uncomfortable with information and is able to answer only rudimentary questions.	The student is at ease with expected answers to all questions, without elaboration.	The student demonstrates full knowledge by answering all class questions with explanations and elaboration.	5		
Able to answer the questions from the audiences	CO6/ PO9	Student cannot answer all the questions.	Student hesitantly answers all the questions.	Student can answer certain questions but not all.	Student confidently answers all the questions.	2		
Others (please specify)								
<b>TOTAL</b>						$\sum w =$	$\sum n =$	$\sum(n * w)$
						<b>20</b>		
<b>TOTAL MARKS</b>						$\frac{\sum(n * w)}{4 \times \sum w} \times 100\% =$		
<b>Comments:</b>								

**Examined by** : \_\_\_\_\_

**Signature** : \_\_\_\_\_

**Date** : \_\_\_\_\_