

Acting

Communicating

<i>Skill/Knowledge</i>	<i>Exemplary</i>	<i>Proficient</i>	<i>Basic</i>	<i>Novice</i>	<i>Score/Weight</i>
Oral Communication	Clarity, pace, volume and articulation are all strong and enhance Communication.	Clarity, pace, volume, and articulation are acceptable for the purpose of the communication.	One significant part of oral communication may be compromised.	It is difficult to hear and follow the communication.	
Receptive Communication: Listens, Reads, Views	Distinguishes facts from opinions, recognizes intent of messages, summarizes main ideas, identifies support for viewpoint.	Determines facts and recognizes persuasion. Identifies and summarizes the main ideas.	Can identify facts in a message. Skills are developing in interpreting messages.	Restates facts. Partially understands the purpose of a message.	
Discerns Intent	Identifies and interprets overt and nuanced messages. Draws logical conclusions.	Decodes most messages but better with overt than nuanced.	Can understand main ideas in a message but needs help with the nuanced ones	Understands most facts but unable to grasp nuance.	
Uses Communication Strategies	Produces communications that are clear, accurate, and reflective.	Communications are usually understandable, with a few minor errors.	Able to produce basic communications		
Communicates Clearly for a Purpose	Recognizes the purpose and then organizes and presents information to meet it.	Aware of the purpose. The information and presentation serves the intended purpose.	Somewhat unclear on the purpose, thus compromising the quality of information and the presentation.	Confused about the purpose of communication and has difficulty focusing on content and process.	
Presentation Skills	Poised and precise. Responds to audience cues by adjusting tone, depth, and pacing.	Exhibits poise. Usually aware of the audience and makes effort to respond to their cues.	Tries but has difficulty being poised, professional, and responsive.	Presentation is missing professional components. Unaware of audience reaction.	