# Code Sheet for Oral Presentations

*Use one code sheet for each Oral Presentation (OP)*

Dept_______________
Course #___________

# of OPs on this syllabus:_____

## 1. TYPE of OP assigned
- Informative
  - of paper / project / lab
  - demonstration of a technique
- Persuasive
- Debate an issue
- Artistic (play/drama)
- Personal narrative
- Discussion Facilitation
- Teach a unit/concept
- Preaching
- Poster presentation
- Other : _______________________

## 2. Listing on the Syllabus
- as its own assignment
- as a sub-assignment (to a paper/project/lab…)

## 3. Mandatory elements?
- No / Yes
  - If yes, what?
    - Length
    - Powerpoint
    - Handout
    - Outline
    - Q & A session
    - Explicit Integration of Faith
    - Other: _______________________

## 4. Formality:
- Formal
- Informal
- Unknown

## 5. Delivery Type
- None stated
- Memorized
- Extemporaneous
- Read paper out loud

## 6. Nonverbal elements required?
- No / Yes
  - If yes:
    - Physical appearance /attire
    - Kinesics (gestures/ eye contact/etc)
    - Vocalics
    - Other: _______________________

## 7. Topics
- Assigned by instructor
- Chosen by student
- Unknown

## 8. # people presenting
- Individual
- Pairs
- Groups (3+)

## 9. Required length of OP
- No / Yes
  - If yes state length: _______________

## 10. Weight of the OP
- Percentage of total course points: