

Communicating in the Workplace

Administrative Accounting and Bookkeeping Program

Marking Guide: Short Story Presentation

Vocal Performance (10)	Clear, confident voice, makes eye contact, speaks <i>to</i> not <i>at</i> audience. (10)
Organization (10)	<ul style="list-style-type: none">• Introduction gets audience attention introduces situation• Main body builds suspense, develops character.• Conclusion resolves conflict and reinforces theme.
Other Story Elements (5)	Good use of conflict, telling details, interesting setting or characters.

Name: _____ Mark _____