

Client Presentation Analysis Checklist

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Rankings: E = Excellent, VG = Very Good, G = Good, F = Fair

Criteria	E	VG	G	F
Voice				
No Vocalized Pauses				
Unfilled Pauses				
Vocal Emphasis				
Volume				
Pitch				
Rate				
Articulation				
Body Language				
Eye Contact				
Smiling				
Gesturing				
Posture				
Moving				
No Distractions				
Use of Notes				