

# Client Speech Analysis Template

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

<b>Criteria</b>	<b>E</b>	<b>VG</b>	<b>G</b>	<b>F</b>
Organization				
Introduction				
Main Points				
Conclusion				
Supporting Materials				
Language				
Topic Quality				
Preparedness				