CONVERSATIONAL SKILLS RATING SCALE (Observer Rating of Conversant Form)

| Your Name: | Partner Name: |
| Class: | Partner ID: |

Date: Activity:

Rate how skillfully THIS INTERACTANT used, or didn’t use, the following communicative behaviors in the conversation, where:

1 = INADEQUATE (use is awkward, disruptive, or results in a negative impression of communicative skills)
2 = FAIR (occasionally awkward or disruptive, occasionally adequate)
3 = ADEQUATE (sufficient but neither noticeable nor excellent. Produces neither strong positive nor negative impression)
4 = GOOD (use was better than adequate but not outstanding)
5 = EXCELLENT (use is smooth, controlled, results in positive impression of communicative skills)

Circle the single most accurate response for each behavior:

1 2 3 4 5  = (1) Speaking rate (neither too slow nor too fast)
1 2 3 4 5  = (2) Speaking fluency (pauses, silences, "uh", etc.)
1 2 3 4 5  = (3) Vocal confidence (neither too tense/nervous nor overly confident sounding)
1 2 3 4 5  = (4) Articulation (clarity of pronunciation and linguistic expression)
1 2 3 4 5  = (5) Vocal variety (neither overly monotone nor dramatic voice)
1 2 3 4 5  = (6) Volume (neither too loud nor too soft)
1 2 3 4 5  = (7) Posture (neither too closed/formal nor too open/informal)
1 2 3 4 5  = (8) Lean toward partner (neither too forward nor too far back)
1 2 3 4 5  = (9) Shaking or nervous twitches (aren’t noticeable or distracting)
1 2 3 4 5  = (10) Unmotivated movements (tapping feet, fingers, hair-twirling, etc.)
1 2 3 4 5  = (11) Facial expressiveness (neither blank nor exaggerated)
1 2 3 4 5  = (12) Nodding of head in response to partner statements
1 2 3 4 5  = (13) Use of gestures to emphasize what is being said
1 2 3 4 5  = (14) Use of humor and/or stories
1 2 3 4 5  = (15) Smiling and/or laughing
1 2 3 4 5  = (16) Use of eye contact
1 2 3 4 5  = (17) Asking of questions
1 2 3 4 5  = (18) Speaking about partner (involvement of partner as a topic of conversation)
1 2 3 4 5  = (19) Speaking about self (neither too much nor too little)
1 2 3 4 5  = (20) Encouragements or agreements (encouragement of partner to talk)
1 2 3 4 5  = (21) Personal opinion expression (neither too passive nor aggressive)
1 2 3 4 5  = (22) Initiation of new topics
1 2 3 4 5  = (23) Maintenance of topics and follow-up comments
1 2 3 4 5  = (24) Interruption of partner speaking turns
1 2 3 4 5  = (25) Use of time speaking relative to partner

For the next five items, rate this person’s overall performance:

POOR CONVERSATIONALIST :: 1 2 3 4 5 6 7 :: GOOD CONVERSATIONALIST
SOCially UNSKILLED :: 1 2 3 4 5 6 7 :: SOCIALLY SKILLED
INCOMPETENT COMMUNICATOR :: 1 2 3 4 5 6 7 :: COMPETENT COMMUNICATOR
INAPPROPRIATE COMMUNICATOR :: 1 2 3 4 5 6 7 :: APPROPRIATE COMMUNICATOR
INEFFECTIVE COMMUNICATOR :: 1 2 3 4 5 6 7 :: EFFECTIVE COMMUNICATOR

Comments: