

## *HSF (Heard, Saw, Felt)*

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Evaluation Mavens know that if they find themselves in a situation where they are asked to provide a speech evaluation with little or no advance preparation – being asked to be a speaker’s evaluator just minutes before the speaker delivers the speech – they can always rely on the HSF technique.

The HSF technique provides a basic framework for giving a verbal evaluation and for gathering speaker strengths and suggestions for improvement.

For beginners this is an effective way to create a basic evaluation. We all hear, see and feel things about a speech as its being delivered – all that’s needed in order to provide an effective evaluation is to keep track of them and then bring out the top two or three during the verbal evaluation of the speech.

Here’s how an Evaluation Maven uses the HSF technique. On a single piece of paper divide the page into three rows and two columns. The rows represent the ‘What I heard’, ‘What I saw’ and ‘What I felt’ during the speech. The columns represent ‘The Speaker Strengths’ and ‘Suggestions for Improvement’.

As the speaker delivers the speech the Evaluation Maven records observations in the form of ‘Strengths’ and ‘Suggestions’ in each of the three areas ‘Heard’, ‘Saw’ and ‘Felt’.

All that remains for the Evaluation Maven is to select the top two or three strengths and suggestions and deliver them in the evaluation speech.

# HSF Technique - Evaluation Worksheet

	Speakers Strengths	Suggestions for Improvement
HEARD		
SAW		
FELT		

