



Applied Project

Written Assignment 6: Project Presentation; Project Milestone 6

Assignment due date:

Please see course schedule for assignment due date information

Assignment Content: Prepare an Oral Presentation Summarizing Completed Project

Assignment asks students to generate a formal PowerPoint presentation to accompany the final project report or project product. As has been discussed via course announcements and individual teleconferences, students will prepare a presentation (as a PPT file) that outlines their final project.

While there is not an actual oral delivery of the presentation, students should prepare their PPT as if they were actually going to deliver the presentation – so slides should be presented as if the talk were to be delivered. There are three elements to keep in mind. First, students should identify a target audience for the presentation. For example, your project might be most relevant to a local emergency manager or a city council. Design your PPT slides accordingly. Second, assume you have 10 – 12 minutes to make an oral presentation. This means you should not put together 50 slides! Generally speaking, if you have about 10 minutes, you probably would have a maximum of 20 slides (and more likely a bit less than that). Third, do not try to put too much information on the slides. Though you are not talking through the content in person, your instructor will be able to understand what information you are highlighting in the presentation after having read your final work product.

Purpose of the Assignment / Relationship to Course Learning Objectives

The purpose of this assignment is simulate a common practice of providing a formal presentation or briefing to a principal (in whatever organization might be applicable) at the conclusion of project work. While there is not an actual presentation, this necessary step of developing the materials for an actual presentation serves largely the same person: developing of refining skills in formal professional communications.

Assignment #6 relates to all of the core learning objectives for this course, as stated in the course syllabus. The final project presentation pertains either directly or indirectly to each of the learning objectives.

Assignment Submission Instructions

Please upload an electronic copy of the assignment by the assignment due date, per course schedule instructions.

Written Assignment 6: Grading Rubric

The course instruction team will use a specific grading rubric for Assignment #6; the rubric is provided in Canvas.