

Group Presentation Assignment and Guidelines

Assignment

1. Students will work together in groups of 2 to prepare a presentation of individual assignments.
2. The duration of presentation should be no longer than 15 minutes.
3. The presentation should focus on solving the problems given by individual assignments.
4. Presentation slides are due to be submitted via email by midnight (12AM) the day before the presentation. For instance, students should submit the slides by 11.59PM before presenting the next day.
5. There will be two occasions of presentation: before and after mid-term. These contribute to 20% of total grades. For the second presentation (after mid-term), students are not allowed to work in the same group.

Guidelines

- Each team member should contribute equally - no free riders!
- Each member should speak for approximately 7 to 8 minutes.
- Students have to introduce themselves with their full names before they start presenting.
- Students should include their student id on the first page of the presentation slides.
- The presentation can reflect the diversity of viewpoints of the presenters.
- Try to avoid small fonts as they are often difficult to read.
- Think of this presentation as explaining to your friends, not to business people.

Grading - 10% for each presentation

Grading is based on the presentation as a whole.

Assessment criterias

1. Comprehension: 2%

- Students are able to explain the topic to the audience.
- The solution provided is correct or convincing.

2. Content: 2%

- Address all questions.
- The content is clear and concise.

3. Creativity and contribution: 2%

- All group members speak equally.
- Creativity is highly encouraged to increase engagement.

4. Presentation slides: 2%

- Well organised and completed.
- The slides are easy to read and follow.

5. Presentation skills: 2%

- All audience members can hear the presentation clearly.
 - Maintaining eye contact, and rarely reading the notes.
 - Not exceeding the time limit.
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- Shyness or stumbling do not negatively affect the grade.
 - Reading the notes throughout the presentation is allowed, however, this will affect the grade.