

WEAVING EVERYTHING TOGETHER

The Assignment:

Revise the memo, slides, and speech into your best work. As you revise, synthesize your work across all media into a single portfolio that supports your capstone project. Create an outstanding expression of your personal brand.

1. Revise and submit your one- to two- page memo.
2. Revise your slides; submit six slides, one of which must be an advertisement or poster for your capstone project.
3. Re-record your speech. You must use at least one slide in your speech, but you may choose to use many more—you decide how many slides will meet your purpose most effectively.
4. Submit all three parts of your capstone for grading and provide feedback on at least two other learners' work.

You're reaching the pinnacle of Effective Communication! You've done a lot of work to get here. As a result, you should be feeling more confident than ever in your ability to write, design, and present your ideas effectively.

We ask you now to undertake the final task: weaving the elements of the Capstone together to create the ultimate, powerful expression of your personal brand. This is where you choose the way that you will project your excellence to the world. Ask yourself how you want your work to reflect who you are, and then create a final project that reflects that vision.

1. Use the learner feedback you received on each piece of your project to revise your final submission into something that reflects the pride you feel in your work.
2. Consider all three parts of your project together and make some decisions:
 - What edits, if any, do you need to tie the memo to your presentation and slides? Now that you have some distance from your draft memo, what do you notice that you can revise to improve the final version?
 - How many slides do you need to support your final speech? Do you need to revise the visual elements before you deliver your final work? Do you need more or fewer slides for the final speech than you created in Module 3?
 - How can you improve upon your speech? How can you present who you are more powerfully in the final result?

By now, you know the drill. Hit the revision process hard, then submit your work for peer grading. We turn this opportunity over to you, so that you can make the best of the challenge before you.

We can't wait to see what you create!

All the best,

Quentin Paul 