Defense Presentation Guide

**From the Syllabus:**

Course Objectives: Students will expand their expertise and demonstrate significant technical depth and breadth as well as individual project management skills and professional communication skills.

Project Defense: At the end of the project students will defend their project to a select committee.  The defense will include a presentation of the student’s work as well as an opportunity for committee members to probe the students’ understanding of both their project, their previous course work and general computer science knowledge.

**Defense Mechanics:**

* Professional attire required.
* You may have up to five minutes of set up time.
* You will have eight minutes to present and defend your capstone work.
* At the seven-minute mark, you will receive one-minute warning.  No presentation will be allowed to go over 8:59.
* After your formal presentation you will have up to 8 minutes for an audience question and answer period.
* Presentations may be video and/or audio recorded.
* The instructor will lead an evaluation panel which will include a number of Neumont faculty and/or staff or other individuals as deemed appropriate.  These individuals are your primary audience, and you can assume they know little about your project or its underlying technologies.  The evaluation panel usually consists of 3 – 6 members.
* Distribute a printed copy of your completed Weekly Project Summary, based on the template provided in the LMS, to each member of the evaluation panel during your set up time.  Your weekly summary should fit on a single double-sided page.

**Defense Objective:**

To demonstrate you’ve met the course objectives:

* Significant technical depth and breadth
* Individual project management skills (sustain an effort)
* Professional communication skills

**Preparation Questions:**

* How can you ensure you use you presentation time effectively, including ending on time?
* What role should presentation software, like PowerPoint, play in your defense, if any?
* How will you connect with your target audience and communicate meaning to them?
* How will you balance telling, showing, and interacting in your presentation?
* What will do you to ensure your presentation goes smoothly?  Software defects, projector or other hardware issues, network connectivity problems, etc. are all distracting.
* The evaluation panel discusses the question “Is this student ready for Enterprise Projects?” as measured by accomplishment of the course objectives.  How will you demonstrate to the panel that you’ve met these objectives?
* What questions do you expect from your audience?  How can you prepare to answer these questions competently?  Questions may come from the evaluation panel or from others in the room, including students.