**Requirements for Presentation 1**

**February 18th 2013**

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The Team Presentation is your opportunity to practice technical speaking in a formal environment. Treat this presentation as a pitch to a company you are trying to get funding from. Assume your audience is primarily interested in the essential who, what, where, when, how, and why. You have 10 minutes to present the following topics.

* A basic description of the project (What is the project? Why do we want/need it? "30 second" pitch)??
* An overview of who is on the team (Who is building it? Emphasize any special skills)??
* A simplified operational description of the project (Where/When - what will your project do, when should it be used, where will it be used, who is the target market?)??
* An overview of your development approach (How are you developing? Lifecycle model or agile method?)??
* A simple risk assessment (What are the primary risks? How will your team avoid/handle them?)??

You will be graded both on content and professional delivery. Below are some recommendations for a professional presentation:

* Presentation slides: use these to enhance what you're saying, not as the primary delivery of information.
  + Recommended minimum font size: 24
  + Recommended maximum lines per slide: 8
  + Use bullets and large pictures
  + Assume the listener can read the technical details from your documentation later; present your information at a high level and don't inundate the audience with details.

* Professional delivery: talk to your audience, don't read. Address your audience as professionals; assume your audience is made up of financial/contracts staff and technical managers who are deciding whether to buy your product and/or whether to hire your team again for another project. Dress and act professionally.