Virtual Project Presentation Checklist

SI	Particular	BT / No	T / Yes	AT / Good	Remarks
1	Hygiene Factors – Background, Lighting, Audio, Internet, Video, tabs				
2	Start – Energetic and Enthusiastic				
3	Stated – Objective of the project				
4	Stated – Overview of tech stack				
5	If Collaborative project – What part did you work on				
6	Brief Company Intro – What they do, who are their customers				
7	Landing Page – Demonstrated				
8	Demonstrated 3-5 features and functionalities of the website				
9	Flow – Moving from one page / feature / functionalities to another				
10	Showed the codebase briefly				

Apart from these points-

You need to choose your website first

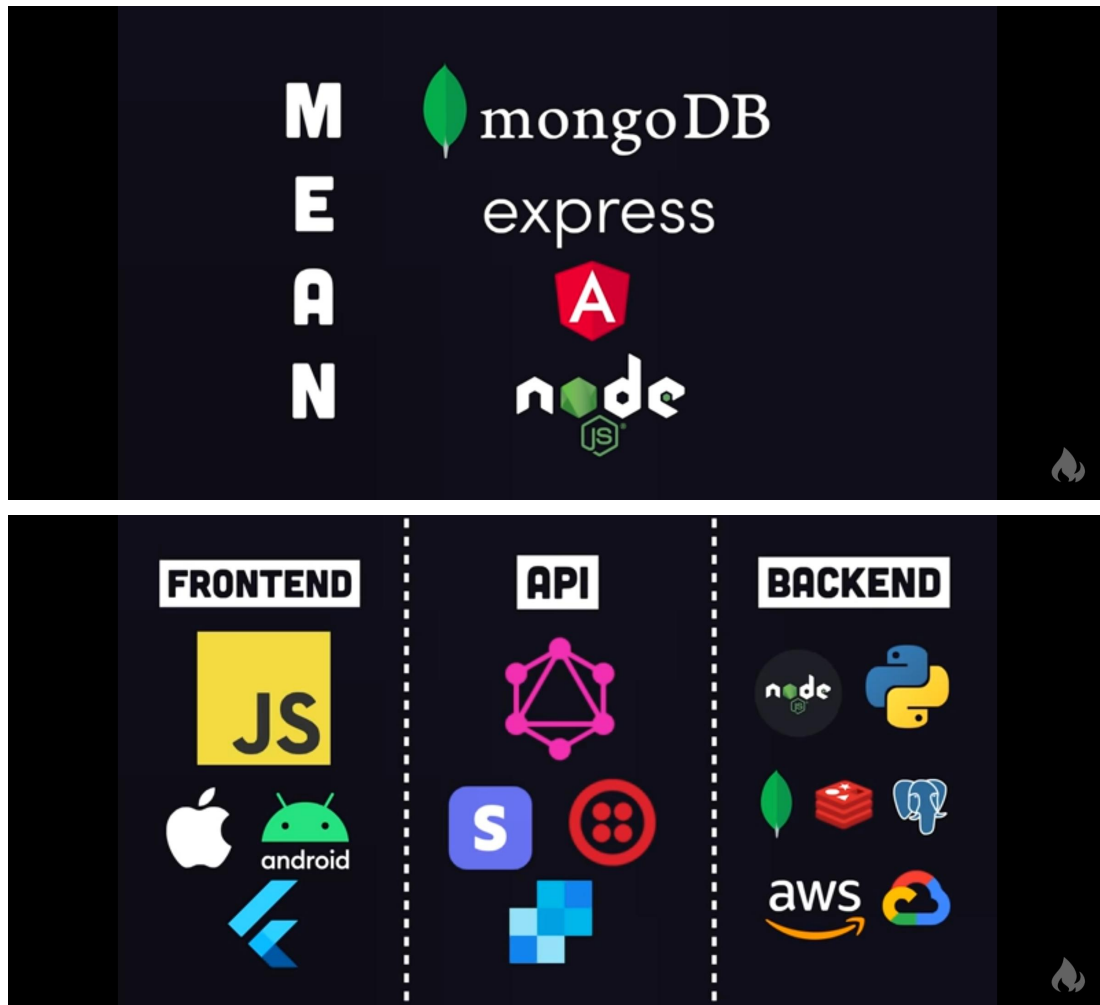In this activity, you need to show your presentation skills

There are some suggestions from my side

- Make sure to greet the audience
- Introduce yourself and your team members (only the team leader or first presenter)
- If possible get a name for your team

- You need to quickly set the scene

- Here are the problem statements
  - What are we building here
  - Who are going to be the target audience
  - **Highlight the tech-stacks used**
  - **Ex- MERN, MEAN, MEVN, etc**
  - **Also you can tell the API's that you are using to validate user, show products, validate payments**

Like these examples

- Demonstrate if the website is responsive or not
- Focus on functionalities and features

Imp points to keep in mind while presenting -

1. Your voice should be loud and clear (this is your most powerful tool during presentation)
2. Use hand gestures
3. Look straight at the webcam
4. Look enthusiastic
5. Take small pauses so that audience can absorb what you say

- Have neat and clean backgrounds
- If possible create a common virtual background for whole team

While making any presentation you need to demonstrate three C's

- CONFIDENCE
  - Keep a smile on your face
- COMFORT
  - Don't be stressed
  - Be cool during the activity
- CONTROL
  - Don't loose control
  - Be calm

PS- **Make sure whole of your team gets chance to speak**
Complete in time

BEST OF LUCK TEAMS