

SCC360

Computer Science Seminars

CW1 Presentation 30%

CW2 Report 70%

Presentation Summary



- Present a talk on the given topic for the given target audience
- Deadline: Week 17 Friday 4pm to Moodle
- Type: PowerPoint slides
- Weight: 30%
- Feedback: Written via Moodle (could be verbal feedback depends on the size of the class)
- Presentation: In-class during workshops on WK18/WK19/WK20 in a random order (4-minute presentation + a 1 minute Q&A). [I might send out a list of exact times].
- NOTE: The first (cover) slide of the presentation should contain the following:
 - Student name/number, Topic and Target Audience

Details

Presentation Submission:

Prepare and submit a final presentation which:

- Is addressed to the target audience
- Communicates your key ideas/recommendations about your topic
- Defends your choices for recommendations with evidence/explanation
- If you need further clarification on any of the above, or would like to talk through what you plan to do, contact us during the workshops.
- Present the presentation to the class (in your workshop).
- While adhering to the time limit **(5 minutes)** (please note that you'll be asked to stop presenting when the time is past, you will not be marked for those slides you do not present due to running out of time. Therefore make sure you stick to the time given.

Presentation Preparation Guidance

Remember: The presentation is created with the target audience in mind

- This presentation is an expansion of the roadmap you presented in your 'Lightning Talk'.
- This presentation is to be structured to act as a visual aid for a verbal presentation of your central idea/recommendation/analysis of the topic and structured to cater to your target audience. Think of it as a more focused presentation than your lightning talk.
- The last slide is an 'Any Questions?' slide.. – You can include two 'questions' that you could answer. The TAs or myself can also ask you but in total no more than 1 minute-ish.
- Feel free to write down/print your notes if that will help you in your presentation. But make sure you acknowledge the audience (us).

Presentation Content Guidance

- Adequately introduce the topic to the target audience
- The level of detail or language varies based on target audience – explain who your target audience is and how you’ve shaped your presentation to their interests and concerns
- Specify the problem/question/requirement based on the topic and audience
- Add slides that discuss your recommendation/solution/roadmap/analysis - Again, this depends on topic and audience (repetitive but essential note)
- Justify your choices with reference sources that support your argument
- Keep track of time: You only have 5 minutes to present everything
- **NOTE: In addition to your content, a ‘Cover slide’ is required, see slides 2.**

Presentation Week Guidance

- If you do not want to present in person for ILSP reason, you can present in person in a smaller room (my office), 1 or 2 TAs will be present as well. If you are presenting in person and need more time due to ILSP speak to me before hand or email me and I can arrange that.

All:

- Start with ~5 slides (it's 4 minutes maximum)
- Practice to stay within time
- Slides cannot change between your submission to Moodle and your actual delivery slot
- You present what's submitted to Moodle, no updates allowed
- You present in your designated workshop, I may send a list of names and orders. Presentations are on weeks 18 and 19 (20 only if we run out of time but I prefer not to use week 20 to give you time to submit TYP and CW2).
- You only need to attend the sessions where you are presenting.. But - This is an opportunity to listen to a diverse set of topics which may help you shine

Presentation considerations:

Credit will be given for

- **Appropriate use of images**, effects, jokes, etc.
- **Presentation skills**: good eye-contact with audience, speaking to them not reading from slides, clarity of the message
- **Time management**: timeliness (no over-run/under run)
- **Content**: Convincing message for the target audience
- **Presentation quality**: Professionally made presentation slide-deck
- Credit may be deducted for material that is not relevant to your topic

Also remember:

- Embedded videos may not work, so make alternative arrangements
- Avoid fancy fonts, colors or templates that only work on your machine and stick to normal aspect ratio (projectors work best at this ratio)
- **Use ppt/pptx format.**

Presentation Marking Criteria

- Please refer to the marking criteria on Moodle.
- I've placed an example of the form used <https://modules.lancaster.ac.uk/mod/resource/view.php?id=2246293>

- **Grade Range - Evidence of Attainment**
- **Excellent (A+, A, A-)**
- Your presentation will accurately and insightfully present an authoritative set of recommendations/observations, each of which will involve one or more clear actions that can be completed and assessed with a realistic level of effort. It will be sufficiently clearly written and well-researched to be likely to convince key decision makers. It will be exactly or very close to 5 minutes long.
- **Good (B+, B, B-)**
- Your presentation will faithfully present a good spread of relevant material, will feature plausible but not necessarily original recommendations, and will describe concrete and appropriate actions that exhibit some insight. It will be clearly written. It will be exactly or very close to 5 minutes long.
- **Satisfactory (C+, C, C-)**
- Your presentation will recognisably present a reasonable spread of relevant material and will make appropriate proposals and/or conclusions that show evidence of consideration. It will be reasonably well written.
- **Weak(D-, D, D+)**
- Your presentation will present a reasonable spread of relevant material and will make some appropriate proposals and/or conclusions. It will be at least intelligibly written.
- **Fail**
- Deficient attainment of intended learning outcomes.

CW2 Final Report

CW2 Final Report – General Info

- Submit a **5-page ONLY (excluding references)** report on your allocated topic written with the allocated target audience in mind, taking into account all the feedback received during the previous activities:
 - **Deadline:** Monday 4pm Week 20 to Moodle
 - **Type:** PDF, A4, 12pt, 5 pages, approx. **2500 words maximum.**
 - **Weight:** 70%
 - **Feedback:** written on Moodle
 - **Marked by:** Mo El-Haj and TAs
 - **Note:** references do not account towards page limit.
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- Generate a written document about a given topic which addresses a given audience
 - Communicate succinctly and effectively through written means

Mapping the technical depth to audience

- Keep your target audience very firmly in mind
- Select your sources and your “angle” accordingly.
- Some topics/audiences will require going deeply into a narrow area of technology research to uncover the state-of-the-art in that area, suggesting that you will need to find out which are the top research groups in the world working in this area, and to read some of their output.
- Other topics, however, will be broader, and analysis of the impact of technology may be more to the fore; suggesting that you will need to read correspondingly broadly and perhaps include content from the popular media.

Structuring the report: 1

- Present information systematically and in a well-structured manner, not only covering the relevant material but also..
organising/classifying/structuring it according to a clear line of analysis/ argumentation which, ideally, is your own
- Your report should conclude with a section which adds further value to the information that you have presented/analysed, and which reflects your own considered thinking on the topic.

Structuring the report: 2

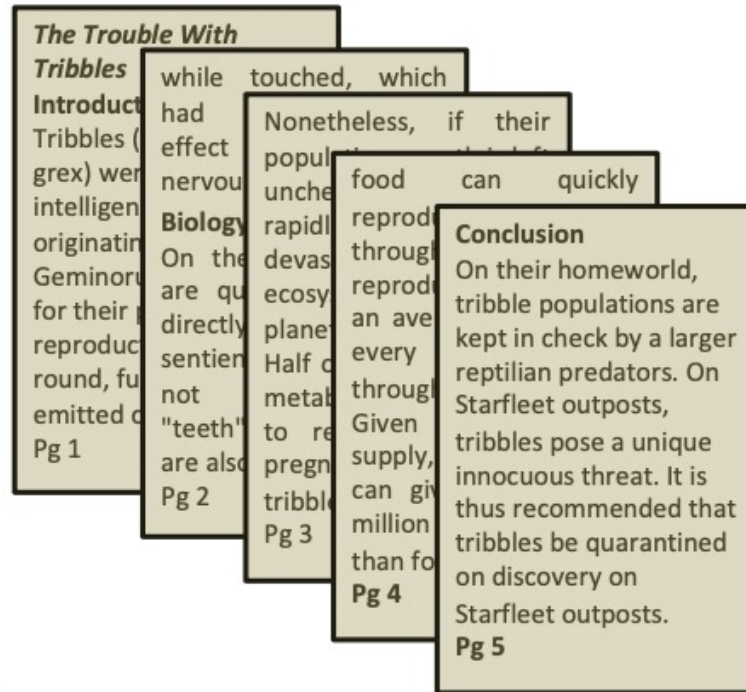
- A “generic” document structure might look something like the following (titles are not as they would actually appear, of course!):
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- Introduction, including any necessary clarification of the background to the topic and its scope
- Discussion on and classification of relevant material/sources
- Your commentary on, or analysis of, or systematisation of, the relevant material
- Your concrete and considered conclusions and/or recommendations.
- Section 4 will make clear the “value-add” delivered within your report
- This basic form, however, is subject to infinite variations and refinements, depending on your topic/audience and on your plan/approach.

Visual Sample

A generic report will visually be similar to the pages shown below



Cover page



5-page maximum



References
(don't count
towards
page limit)

Structuring the report: 3

- The value-add of the section will vary with your topic, but here are some examples based on the audience which can be:
- *A manager of a manufacturing company*: You might make product development proposals – e.g., “existing data suggest that features A and B are wanted by customers”
- *A facilities manager of an institution*: You might make proposals for practical technology deployment – e.g., “deploy X instances of this sensor technology and monitor over Y months the degree to which temperature stabilisation has been achieved”
- *A research community*: You might offer conclusions on the overall state-of- the-art, and make proposals for lines of future research in specific areas – e.g., “it is necessary to do experiment X to determine variable Y more accurately”

Report Marking Criteria

- Please refer to the marking criteria on Moodle.
- I've placed an example of the form <https://modules.lancaster.ac.uk/mod/resource/view.php?id=2246294>

Marking Criteria

Grade Range	Evidence of Attainment
Excellent (A+, A, A-)	Exemplary range of scoping and highly reflective understanding of audience's potential interests; critical approach taken towards potential sources; exemplary communication of the question area and key issues.
Good (B+, B, B-)	Good range of scoping and reflective understanding of audience's potential interests; potential sources identified are appropriate to the question and reliable; communication of the question area and key issues.
Satisfactory (C+, C, C-)	Good range of scoping and communication of the subject matter, but lacking identification of appropriate sources or awareness of the potential interests of the audience
Weak (D-, D, D+)	Acceptable range of scoping and communication of the subject matter, identifying minimally sufficient sources or understanding of audience; clear weaknesses in communication or reflection on the topic area.
Fail	Deficient attainment of intended learning outcomes.