**Preparation of Presentation and Viva**

**What is to be presented?**

* Who is the audience?
* Length of the meeting
* Aim of P and V

**Overview**

* Original objectives and TOR and Plan – Semester 1?
* Where we are now?

**Deliverables**

* What has been produced?
* Does it work?
* Does it do what was intended?
* What feedback has been received?
* Professionalism?
* How effective has the work been?
* Technical challenge?
* Academic credibility?
* Standard of work?
* Advanced work beyond what was expected?
* What openings has the work created?
* Originality of work?
* Has anything gone wrong? What? Why? How resolved?

**Presentation**

* Is it prepared?
* Is it structured and logical?
* Visual aids?
* Appropriate HE6 level in terms of content and delivery?
* Address appropriate aspects
* Dealing with questions?