GUIDELINES FOR COMPLETING TASK 1 (THEORY) > DELIVERABLE 1

This document is relevant once sub-groups for completing Task 1 (Theory) are formed, and a publication to be read has been chosen by the sub-group.

A. UNDERSTANDING THE CHOSEN PUBLICATION

Your sub-group has chosen its publication is to be read; great! Next steps should be as follows (Steps 1 -to-2):

STEP 1. INDIVIDUAL STUDY

As a first step, each student should independently aim to read and understand the chosen publication completely. Please do not divide the paper in parts to be read by each group participant, i.e.: it is VERY IMPORTANT that each group member has read and understood to the complete publication. Of course, it can always if all sub-group members discuss the publication amongst themselves to better understand, analyse and critique the chosen publication. It is important that the individual study be completed as soon as possible within the overall time-widow that has been provided for this Task, such that adequate time is available for STEP 2.

STEP 2: GROUP WORK

Once all sub-group members have individually completed the reading of the paper, each sub-group should decide for itself how and when (and how often) the sub-group members will meet each other to brainstorm about the publication that has been read; these meetings should occur outside of the lecture hours.

The brainstorming should primarily focus on developing a shared understanding of the publication, clarifying doubts etc, and most importantly, determining the structure of the Group Presentation that will be prepared (as per instructions below) in order to complete Task 1 (Theory) and its corresponding Deliverable (Deliverable 1).

B. PRESENTATION (of TASK 1 > DELIVERABLE 1)

GENERAL INSTRUCTIONS FOR PREPARING PRESENTATION

Keep the presentation compact, elegant, and to the point. Some tips follow:

- The presentation should be 15 mins minimum, and 20 minutes maximum for each-group. Additional discussion or question-answering time will be scheduled, but the sub-group presentation itself should be between the limits: 15 -to- 20 mins.

- Presentations can be prepared using any tool that you like as a group: Powerpoint, Keynote, Google Slides, LaTeX etc.

- The presentation should not include chunks of copy-pasted text from the publication that has been read, or chunks of text from any where else either. It is ok to include brief quotations by the authors or from other sources, if the quotation is crucial to your presentation. Use quotations wisely, and no just so that you can read things from the paper by putting it on the slide.

- Remember, compact bullet points and visuals are better than large chunks of text that you will simply read from the slides

- First slide should have a title of the publication and names of its authors, as well as details about the conference and year; it should also have <u>full names</u> of the group members (and <u>group number)</u> who prepared the presentation (only those that actually participated and contributed).

- If possible, please do not use fancy slides (except perhaps for Slide 1 if you like); white background and no unnecessary borders and margins etc would be best as this will let you organise your own content wisely (screen real-estate is valuable, and decoration is not necessary). In general, think about the aesthetic aspects of presentation too with respect to organising content systematically (and not just dumping things on the slide).

STRUCTURE OF THE PRESENTATION

Any approach to present, and ordering/organisation of the scientific content that you see appropriate is fine. General advice follows:

- Make sure every aspect that was present in the chosen / read publication is also covered in your presentation.

- In general, your presentation will cover:

    1. The overall scientific motivation of the research in the paper
    2. Key technical contributions
    3. Methodology adopted in the paper
    4. Key results, applications
    5. Evaluation of the work by the authors of the paper
    6. Outlook of the work

7. Overall, in the presentation, you are welcome to look beyond the paper and include notes / comments on material that you found by following on the links etc that you found in the publication.

While describing (1–7) above, you are welcome to include your own analyses of the work, its critique in any manner as you see fit as a group.

ON THE DAY OF PRESENTATION

- All members of the team / sub-group should be present, and share presentation responsibility. No one member should individually be responsible to present a bulk of the presentation.

- Remember, the presentation will be on Zoom. Therefore, ensure that you have a good working environment with adequate (working) camera and mic. Do not present from a handy or mobile device.

- It is important that all students engage in discussions with the presenting groups.

SUBMISSION OF THE PRESENTATION
The final presentation should be submitted by the deadline as per the instructions provided by the lecturer. All deadlines are provided on Blackboard (Folder: Course Guide: Tasks and Deliverable Timeline).