

Presentation Plan

Goals (WHY)	
It will be a success if	The listeners are invested and interested in our project we are presenting
Specific goals	Listener understands how our product works
	Client is satisfied with our project we are presenting
	We get valuable and thorough feedback from listener about our work thus far

Audience (WHO)				
Profile	Quantity	Description	Knowledge	Interest
Students	36	Students that make similar products	Technical knowledge for implementing the project	Gaining knowledge and experience in web development
Mentor	1	The person who's in charge of all groups	Process	Ensuring the success of the teams
Client	2	People who have given us the request to make the product and specified the requirements	Requirements	Quality of user experience

Place and Resources (WHERE)	
Location	<p>Ravelijn lecture room.</p> <p>Capacity: 50-60 individuals; Lighting: good; Furniture: chairs and tables; Room temperature: ~25; Visibility and Dead space: dead corners; Availability of resources: big screen with HDMI cables</p>

Content (WHEN & WHAT)	
Introduction	Introduce the members of the group
	Briefly introduce the requirements of the system
	Catch the attention of all listeners while introducing the main idea of our project
Body	We show our demo and demonstrate the functionalities to the listeners

	Invent a situation related to the usage of this web app and show how our app makes it easy to perform.
	Explain the importance of our system via comparing it with alternative situation if this system does not exist
Closing	Briefly summarize all topics we have covered
	Suggest future possible additions
	Express gratitude for the attention and propose the possibility for future collaboration
	Question and comments

Time Schema (HOW)				
Time	Section	Content	Slides	Actions
From 00:00 To 00:05	Intro	Presenting the project title and the team members involved.	1-2	Activating the web camera and saying “hello”
From 00:10 To 00:40	Intro	Briefly introduce the requirements of the system	3	“Here are our objectives for the project and presentation”
From 00:40 To 01:00	Intro	Explaining the audience what to expect from this presentation and how to make questions	4	Show the slide, then explain the expectation
From 01:00 To 01:30	Intro	Catch the attention of all listeners while introducing the main idea of our project	4	Do something to catch everyone’s attention
From 01:30 To 08:30	Body	We show our demo and demonstrate the functionalities to the listeners	n/a	“Time for demo”
From 08:30 To 10:00	Body	Invent a situation related to the usage of this web app and show how our app makes it easy to perform.	n/a	“Let’s imagine blabla...”
From 10:00 To 12:00	Body	Explain the importance of our system via comparing it with alternative situation if this system does not exist	5	Make up a miserable life where people live without our product
From 12:00 To 13:30	Closing	Briefly summarize all topics we have covered	6	“In summary, our product is solely about blabla... and it helps blabla...”

From 13:30 To 14:30	Closing	Suggest future possible additions	7	“Although our product is superior, in the future, some possible additions can be made to even improve the application”
From 14:30 To 15:00	Closing	To express gratitude for the attention and propose the possibility for future collaboration!!!!	7	“Deeply in my heart and soul, thank you for your concentration on our presentation. Your attendance is considered our most precious treasure. In case you are having the intention to collab with us, please contact”
From 15:00 To 20:00	Closing	Question and comments	8	“Any questions? If yes, then ask Google”
From To				
From To				
From To				