

Project Share-outs

Timing

Aim for between 20-30 minutes of presentation content.

- Typically you will have about 45 minutes of airtime after being humans, announcements, etc. If you need more time than 45 minutes (up to the full hour) just let the facilitator know ahead of time.
- Typically we use 15-25 minutes for Q&A, hence the suggested time window. If you design your share out to have more or less Q&A, adjust accordingly

Goals

- Bring value to your fellow practitioners
 - Keep in mind that *you are one*, so what you have found valuable from other peoples' share outs is a useful guide in creating your own.
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Theme Ideas

Some useful themes from the past have been:

- Sharing best practices
 - What has worked well for you on your project?
 - Have you had any wins? How did they come about?
 - Examples:
 - Dudley's [expectation management on Department of Labor](#)
 - Meghan's [Success Metrics](#)
- Are you experimenting with a new practice?
 - Examples
 - John's [Meandering Team Sync](#)

Process

- Preparation
 - Consider what topics you might be able to share out from your project

- Use your manager as a resource
 - Get a gut check about your topic: Is it relevant? Is it interesting?
 - See if there's an opportunity to have this align better with your goals or areas of development
- **EXPERIMENTAL: Peer Feedback**
 - Giving and getting honest feedback is a skill, and this is an opportunity for us to practice that.
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