Module: Third year, Project & Group Dynamics

**Assignment: Initial Proposal Presentation**

**Task:**

You are to prepare and deliver a group presentation based on your **Technical Proposal.**

Your presentation should be accompanied by digital aids using PowerPoint or any other tool. You may use other visual aids/props if appropriate. The presentation will be followed by a Q&A.

**Key Assessment Information:**

* Activity: Group presentation followed by questions and answers
* Weighting: 5% of final grade
* Assessment type: Individually graded
* Deliverables:
  + A soft copy of your presentation must be uploaded to Moodle at the relevant link.
  + Group project presentation.
  + Q&A
* Due Date of Upload: See Moodle Link
* Date of Presentation: See Individual Allocations on Moodle
* Timings: You should be ready start immediately at your appointed start time. The presentation should be between 5 and 6 minutes duration. Q&A will follow immediately thereafter for 10 minutes.

**The purpose of this assignment is to:**

* Help you develop effective presentation skills
* Apply your communication skills to ensure effective interpersonal communication with individuals and within a group/team setting
* Apply your understanding of group dynamics and the key components of an effective team within the context of your project
* Demonstrate your background research, and communicate your project proposal
* Help you to develop a clear understanding of your project goals, deliverables and project management thereof.

**The presentation content should include the following:**

* Introduction – Working Project Title
* Overview of project proposal / research objectives
* Background to the project – why we choose this particular project / research completed
* Proposed Technical approach – what technologies we are going to use and why
* Project Management – how the project will be managed- Agile/Trad / Gantt chart / Deliverables
* Team Management – members of the team, how the team will be managed, communication mechanisms, shared work repositories, team roles / delegation, team charter.

MARKING SCHEME

**Project Title:**  ……………………………………………………………………………………………………………

**Student:** ………………………………………………………………………………………………………………….

**Assessed by:** ……………………………………………………………………………………………………………

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|  | ***Student Marks*** |
| **DELIVERY & CONTENT OF PRESENTATION** |  |
| Copies of PowerPoint Presentation and/or handouts must be handed up before the presentation begins. |  |
| **Presentation Content (30%)**   * Was all recommend content included, i.e. * Aim of the project * Brief description of the project * Research completed * Proposed Technical approach * Project Management – have they Identified the main tasks/milestones * Team Management – have they considered how the team will be managed, work allocations, communication and shared repositories * Does the student fully understand the subject area, and what is expected of him/her |  |
| **Professional delivery, and hand-over between team members (20%)**  Did the presentation appear well prepared, professional and practiced, i.e.   * Timings – were reasonable expectations on content made, pace kept * Platform Skills - voice projection/articulation/speed/tone, eye contact, any distracting mannerisms * Professionalism – was the handover to other team members fluid * Image – did the presenter dress and behave appropriately * Communicate – did the presenter clearly communicate the necessary information |  |
| **Appropriate use of, and quality of Presentation Slide Show and other visual aids / props (20%)**   * Were the visual aids well designed, and appropriate * Did the visual aids add value to the presentation * Was the student well able to manage transitions and flow between the tools |  |
| **Ability to handle questions in a professional and knowledgeable manner (30%)**   * Did the presenter invite questions in an open manner * How good was the interaction with the reviewers/peers * How succinct, knowledgeable and clearly communicated were the replies. |  |
| ***Overall comments:*** |  |