**Group presentation scoring guide**

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| Criteria |  |  |  |  |
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| **A. Presentation Preparation:**  Audio, visual equipment readiness; group member participation  (10 points) | Presentation starts promptly; all equipment works (screen sharing, audio, video etc.) with no issue; group members show up promptly with videos on (for online students) during the entire presentation period. For in-person presentations, laptops and software etc. work with no issue.  (10 points) | Delayed start for some members; some issues with equipment or members do not show up promptly; some members do not have videos turned on or stay on during the entire period of presentation; audio or video do not work during part of presentation.  (5 points) | Equipment does not work at all; some members do not show up, or leave, or turn off video during the presentation  (0 points) |  |
| **B. Presentation slides preparation:**  (45 points) | Number of slides 23-26 all included.  Consistent style followed; no use words of all-capital letters unnecessarily (such as in titles); no spelling error; write in your own words; do not crowded with a lot of texts or copy texts from paper; use proper figures/graphs/examples to help illustrate points; figure/table clear and size appropriate; slides address 3 points clearly (1) problem; (2) solution; (3) evaluation.  (45 points) | Address 3 points clearly (1) problem; (2) solution; (3) evaluation. However, do not use consistent style, or too crowded, or spelling errors, figure/table too small/not clear, too few or too many slides, or other issues.  (30 points) | Do not address 3 points clearly (1) problem; (2) solution; (3) evaluation. And do not use consistent style, or too crowded, or spelling errors, figure/table too small/not clear, or other issues, too few or too many slides, or other issues.  (15 points) | Slides simply follow the various sections of papers; or copy/paste of texts, paragraphs from paper, or other issues.  (5 points) |
| **C. Presentation**:  clarity, understanding of problem, explanation of problems/solutions  (45 points) | Show understanding of the contents by **all** members; present rather than read slides; fill in information to supplement slides; present and explain the problem, solution, evaluation clearly.  Presentation time 22-25 min.  Speak clearly throughout and allow others to understand.  (45 points) | Presentation time not in 22-25 min or some members do not show understanding of the contents; read slides by some members; do not present and explain the problem, solution, or evaluation clearly.  (30 points) | Read slides, or time not in 22-25 min, or other issues.  (10 points) |  |
| Your scores | A. | B. | C. | Total: |