##### **Ass 4: Oral presentation of work in progress on your recommendations to Newtown Bank (Consultants’ Report Group, 5%)**

This assignment is to be done with two other specialists in your Consultants Report Group.

Prepare a 10-minute oral presentation of work-in-progress on your Consultants Report (approx. 10 slides) which meets the following criteria.

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|  | Criteria | PTS |
| CONTENT | What is the agenda for this presentation? | 1 |
| What are the root causes of Newtown Bank’s IT problems? | 1 |
| What are Newtown Bank’s IT goals? | 1 |
| What are your recommendations for addressing each root cause of the problems? *(2 points for each root cause)* | 1…….6 |
| What evidence do you have to support each of these recommendations?  *(1 point per root cause)* | 1..2..3 |
| Cite your sources of evidence(in APA 6th) in the text of each slide | 2 |
| Give examples show how your evidence supports this  *(1 point per root cause)* | 1..2..3 |
| CONFIDENCE | Look relaxed and confident | 1 |
| Speak directly to your audience | 1 |
| Make and maintain eye contact with all sections of your audience | 1 |
| SPEECH | Did not read from notes or slides | 1..2 |
| Speed appropriate to the location and audience | 1 |
| Volume appropriate to the location and audience | 1 |
| Clarity appropriate to the location and audience | 1 |
| VISUAL AIDS | Text easy to read | 1 |
| Tables and graphics easy to read | 1 |
| Tables and graphics support your recommendations | 1 |
| TIMING | Finish on time | 0/2 |
| Divide your time well among the sections of your report | 0……2 |
| DISCUSSION MANAGEMENT | Set a task for your audience to do to in order to generate discussion on your question. (Use the presentation guides on the INFO5991 UOS website to help you prepare your presentation and to give you ideas for generating class discussion.)  Answer questions appropriately | 1…….6 |
| ORGANISATION | Develop the presentation as stated in your agenda | 2 |