# **Fall VE300 Presentation**

-34 students  $\rightarrow$  9 groups (4x7+3x2)

- 13 minutes + 2 minutes of Q&A
  - 15 minutes total



# **Managing your time:**

| TASK                               | TIME (13 minutes) |
|------------------------------------|-------------------|
| Greeting                           |                   |
| Introducing your topic             |                   |
| <b>Outlining your presentation</b> | 1                 |
| Body:                              | 9-10              |
| • Speaker 1                        |                   |
| • Speaker 2                        |                   |
| • Speaker 3                        |                   |
| • Speaker 4                        |                   |
| Conclusion                         | 2                 |
| Q&A                                | 2                 |

## **Basic guideline:**

## 1. You present your topic:

- a. To inform
- b. To persuade
- c. To analyze
- d. To pitch an idea or product
- e. Etc.

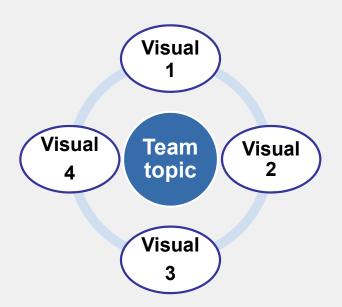
#### 2. Focus on communicating with visuals:

- a. Charts
- b. Graphics
- c. Diagrams
- d. Photos, pictograph
- e. Others

# 3. Each speaker responsible for AT LEAST one visual:

- a. Create original or take from a source (citation)
- b. Explain its message
- c. State other significance

#### 4. Coordinate visuals → presentation a coherent whole





# **Basic guideline:**

- 2. Focus on communicating with visuals
- 3. Each speaker responsible → 1 or more visual
- 4. Coordinate visuals → presentation a coherent whole
- > No reading
- > Talking style

