

# ENEE 408M: Project Work Lecture Periods and Update Presentations

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Students who are grouped together in the same project team are allowed to discuss the requirements for project update presentations, and to collaborate on all aspects of presentation development. However, each team member is responsible for giving a separate project presentation, and for finalizing and submitting the presentation slides associated with their presentation.

## 1 Project Work Lecture Periods

From the handout entitled *Course Syllabus, Part 2 — Tentative Schedule of Lecture Periods*, note that there are five lecture sessions devoted to *project work and update presentations*.

These project work and update presentations sessions count toward your project grades in a manner similar to how your participation in the lab sessions counts toward your project grades. Thus, attendance in these sessions is important. The only difference is that the sessions during the lecture periods are weighted 50% less since the time period is shorter.

## 2 Project Update Presentations

Each student will be assigned two lecture periods in which they will individually give a brief update about their recent progress and planned next steps on the project. The presentation will be given only to one or more members of the Teaching Team (not to the entire class) while other members of the class are working with their teams on the project.

Your update presentations will count towards the “presentation assignments” component of your overall course grade.

The schedule for presentations is as shown in Table 1. For example, on April 5, each member of Team 1 and Team 2 is expected to give an individual update presentation. The requirements for Final Project Presentations are different from those of Project Update Presentations. The requirements for Final Project Presentations will be summarized in a separate document.

Lecture Period (LP)	Presenters
LP #10 (Apr. 5)	Team 1 and Team 2
LP #11 (Apr. 12)	Team 3 and Team 4
LP #12 (Apr. 19)	Team 5 and Team 6
LP #13 (Apr. 26)	Make-up presentations (if any)
LP #14 (May 3)	Final Project Presentations
LP #15 (May 10)	Final Project Presentations

Table 1: Schedule for project update presentations.

### 3 Presentation Structure

Your presentations should use a template, which will be provided in an accompanying power point file. Your presentation should follow the structure (including slide headings) defined in this template.

Your presentation should report on your work on the project since the time when you started working on it.

The presentations should emphasize your individual activities and progress on the project, although brief references to your overall team's activities (e.g., showing an overall architecture diagram) are OK.

You don't need to spend a lot of time making your update presentations look fancy. The primary objective is to provide an informal, informative update about your project work. The Final Project Presentations, on the other hand, should be prepared with attention to high-quality visual content.

### 4 Deliverables

Your presentation file (Power Point or PDF version of the presentation slides) should be sent AT LEAST ONE HOUR BEFORE the beginning of the lecture period in which the presentation will be given. The presentation file should be sent to Yan ([yanzh@umd.edu](mailto:yanzh@umd.edu)). The name of your presentation file should be of the form `firstname-lastname.pptx` or `firstname-lastname.pdf` (e.g., `mary-jones.pptx`).

### 5 Timing

Each presentation should be planned so that it is 5–6 minutes in length, *excluding time for questions/discussion with the Teaching Team*. If you are concerned that your presentation may be too short, you may prepare some additional slides (“Additional Details”) to present in case you have extra time at the end.

### 6 Document Version

Authored by Shuvra S. Bhattacharyya. Last updated on March 28, 2022.