**MIS581: Self-Evaluation Form**

**Name: Carley Rizzo**

**Title/Topic of Speech: How the End Preparations of Concrete Cylinders Affect its Measured Strength?**

**Please answer the following questions in detail (*meaning a minimum of two complete sentences per question*). Feel free to type your answers after the questions below. Your completed self-evaluation should be uploaded to the Week 1 Capstone Milestone page for the self-introduction speech and to the Week 8 Capstone Project page for the final assignment.**

How well did you believe that you explained and supported your ideas?

* I believe there is always room for improvement. I could talk about this subject for hours; I actually do talk about this subject for hours each week. I struggled with keeping the problem background to a minimum so that I would have adequate time explaining the findings.

Did you state your purpose and speaking topic?

* Yes, I stated my research purpose and speaking topic. I used three slides to accomplish this explanation since so much background is necessary in order to understand the purpose and findings from the research.

Did you state your thesis?

* Yes, I stated my thesis on slide 5. I made sure to have a proper explanation and buildup so the thesis question was understood and I had the audience’s attention.

How effective was your introduction?

* I believe my introduction was effective by my energetic tone to engage the audience. I also have a weird looking piece of equipment immediately on the second slide, to grab the audience’s attention.

Did you preview your main points?

* I did preview my main points through a presentation outline on slide 2. This was where I introduced the general background to the research topic, and described what would be discussed in the following slides.

How effectively did you use transitions?

* I believe I did an adequate job in including transitions. With each slide I tried to summarize what we have talked about thus far, and how that builds upon the next slide to present. One improvement I could make, is that I noticed I started the majority of the slides with the word “alright.” This must be my “umm” filler word.

Did you provide adequate nonverbal support?

* I feel I provided adequate nonverbal support. Being very comfortable with this topic, I did not need many note cards to help keep me on track in my explanations. This allowed me to focus more on looking at the camera.

Did you use visual aids?

* Yes, I had a Figure or Table included in almost every slide. For the hypothesis slides I made sure to put a box around them so the attention was focused there first almost as their own visualization.

Did you cue for closure?

* Yes, I cued for closure. With my conclusion slide I used words such as “thus” and “to conclude” to note the presentation was almost complete. I also discussed next steps the researchers could take to improve upon the presented research design.

Did you restate your thesis and main points?

* Yes, with many slides I tried to summarize the previous slides and explain the roadmap of the future slides. This helps to keep the audience engaged but it also reminds them of project subject. I also restated the thesis and findings on the conclusion slide.

Looking over your Microsoft Office Presenter Coach report, what were your areas of strength? What areas do you need to work on? How do you plan to address these areas?

* My areas of strength included my pace, averaging at 131 words per minute, and my pitch being within the target tone. While my variety of word choice was reported as a positive, I used filler words such as “umm” and “you know.” For me, the only way to reduce the use of filler words is to continue to practice the presentation so I become comfortable with the presenting format, and structure of the slides.

What is the link to your Youtube video?

* I used the recording feature within Microsoft PowerPoint to record my video presentation. To view the recording, you can select the “Slide Show” Option from the Ribbon, and then select the “From Beginning” option. This should play the slideshow with the recording without the need to forward to the next slide manually. The PowerPoint presentation was uploaded to Canvas, as well as GitHub.
* <https://github.com/rizzocarley/Capstone-Project>