After completing a project, it is very important to properly document and present it to the project stakeholders. Mind the fact that many stakeholders may not know anything about your project. Hence, you should start from an introductory slide and introduce your project, and then bring additional details that you may find necessary. It is important not to overwhelm the audience, and you should find the right balance between technical information and abstracting them to more conceptual components. You have worked on this project for about 12 to 14 weeks. Therefore, you need at least one slide per week. Now, let us focus on the structure of your presentation:

- 1st slide: On the first page, Group Name (Full project name) and all team members (Student name, Student number), and submission date.

- 2nd slide and onward: Each slide is an executive summary of what you have done in a week. It's a challenging task to summarize the entire week in one slide. Nevertheless, it's a critical skill to select the essential elements of your weekly tasks and represent them in a slide. You can include screenshots, graphs, images, tables that may add more details. If a week or two require two slides, it is fine, but you will need to be careful not to exceed the total of 20 slides. Screenshots, graphics, or any images or tables must be legible when being viewed.

- Last slide: Conclusion Page that wraps up all of what you have learned throughout the semester.

Important information about adding voice to your presentation file:

Once you have completed your presentation, it is time to add your voice on top of the slides and submit the file to moodle. To add your voice to your presentation file, you MUST use Microsoft PowerPoint and then proceed with the following steps:

- Divide your slides among your team members in a fairly (for instance, if you have 20 slides and 5 team members, each person gets 4 slides, if you have 16 slides and 5 people, 4 team members will get 3 pages and one person will get 4 pages)
- Use the following links to learn how to add your voice to your PowerPoint presentation:
    - Link1: (6) How to Create Voice Over Narration for a PowerPoint Presentation - YouTube
    - Link2: Record a slide show with narration and slide timings - Office Support (microsoft.com)

- Save the file, and if it's bigger than 5 MB, you can upload it to Microsoft OneDrive and submit the link in a text file (instead of your presentation). If you use OneDrive, make sure you have permitted all to view the file.
- Once you have submitted the presentation file, please proceed with the second deliverable.