

Read the following instructions carefully.

You will submit 2 files:

- 1) An slide using ppt/pptx format and
- 2) A text(word or plain text) with the presentation script and time marks

1) The slide:

- **One (1) slide** per team.
- **Name your file** <project_number>.-<company_name> - <project_title> .pptx
 - **ppt or pptx files only. We do not accept pdfs.**
 - The project number is a value between 1 and 90.
 - See the project number and company mentor link on eLearning.
 - For example a valid filename would be: **78.- Stark Industries - Mark 41.ppt**
- **Make sure the project title is consistent on the sponsor approval form, the slide, the poster, and the final report.**
- The attached file is the **slide template** that you will use for your presentation and some examples from previous semesters.
- Your slide is needed for the **UTDesign Expo on May 7th**
- **Make sure to keep the format, colors, and layout:**
 - **Do not use widescreen format**
 - Consider to include an architecture diagram or figure, a screenshot of your program, and a few bullets.
 - Use your creativity.
 - **No animations, nor videos.**

2) The presentation script:

- **This semester**, each team will have **~10 minutes** for the oral presentation and **no more than 5 minutes for Q&A.**
- The **first team member speaking** can **introduce all the team members**, and give an overview of the project, the mission given, the objective, the approach, etc.
- Then **the other team members will talk about their own contribution, issues you may have had to overcome**, etc.
- There is no need to be too technical (i.e. *few buzzwords are OK though*)
- Make sure to **have the slide ready** first and agree on who will say what.
- Prepare a presentation script:
 - write down the presentation speech.
 - add names and the time that the person will start talking.,
 - make sure that the complete text sends a clear message and is consistent,

Talk to your company mentor and ask them to approve the slide content and speech.

- The slide has to be approved by your sponsor and ready by the deadline.

Details about the May 7th event will be given in the next few weeks.

Questions?

mrzo@utdallas.edu.<Use the subject "CS 4485 - Slide">