

Culminating Project Presentation

The presentation component will consist of a 10 to 15 minute speech before a panel of staff and/or parents, students and community.

Organization and Purpose of the Presentation:

Introduction:

You have only one opportunity to make a good first impression and this is it! Keep in mind that the purpose of your introduction is to make a connection with your audience and introduce them to yourself and your project and why you chose this topic. Choose a way to introduce your speech (i.e. quotation, startling statement/statistic, challenging question, short demonstration, attention-capturing incident or illustration, an immediate issue or challenge) to make an impact on your audience.

Body:

Your speech should clearly address your reflective paper and Culminating Project experience. Remember to include the process you went through and what you learned. In an organized manner, detail the information presented in your introduction. Support detail with specific examples, including source citations. Explain what you have learned as a result of courses taken at OHS and explain how you will apply that learning later in life. Finally, teach your project panel about your topic.

Conclusion:

Your conclusion brings together all the thoughts, emotions, discussions, arguments, and feelings you have tried to communicate to your audience. Your closing words should leave a powerful, emotional impression on the audience. Ways to conclude your speech may include summary, recap, anecdote, analogy or simile, restate your thesis, vivid illustration with words or a call for action. Leave your audience with a great, overall impression of you and your project.

Visual Aid:

Visual aids must assist in the demonstration, explanation, and presentation of your project and be easily visible and clear in meaning and connection to your work.

- **Objects:** tools or materials that show, tell, or demonstrate the process or product documented by your project. Pictures and actual products of your work may also be included.
- **Display boards:** diagrams, drawing, illustrations, maps, pictures, brochures, etc. attached to a board in a creative design.
- **Video/Audio Tapes:** Segments of an event, clips of rehearsals or practice, final tapes, highlights. Keep clips to 3 minutes or less.
- **PowerPoint:** Presentations can be made using PowerPoint.

Voice and Delivery:

- Pay attention to verbal and nonverbal cues.
- Be aware of rate and expression; speak at an even pace – not too fast and not too slow.
- Speak loudly enough so that each person in the room can hear you clearly.
- Pronounce all words correctly and enunciate.
- Make eye contact with every member of the audience.
- Be poised and professional.
- Be neat and clean, dress as you would for a job interview.
- Make sure that your presentation is within the 10 to 15 minute limit – practice, practice.

Dress Requirements:

- You are expected to dress professionally for this presentation. Wear something that you would wear to an office job interview.
- **Males:** Slacks, button-up shirt (no Polo shirts), tie optional, dress shoes. Tuck in your shirt! Comb your hair.
- **Females:** Skirt or slacks, button-up shirt, nylons if wearing a skirt, dress shoes. No sandals or open-toed shoes.
- **NO:** shorts, halter-tops, see-through clothes, jeans, sweats, and baseball caps.
- Panel members are very critical about dress. Dressing nice is an easy way to get points.

General rule of thumb: If you wear it to school, it probably isn't dressy enough.

In-class Presentation:

- You must complete (and pass) a presentation to your class.
- The in-class presentation is designed to be a dress rehearsal for the panel presentation.
- Come fully dressed up, with your visual aids, and your note cards, if applicable.

Panel Presentation:

- Presentations are given to a panel of people that could include staff, parents, and community members.
- Arrive at least 15 minutes early!
- Presentation length is 10 to 15 minutes. Allow up to 5 minutes after this for panel member questions.
- Once you are finished answering questions, you are done with your presentation.
- If you do not pass the first time, you will have an opportunity to do it again.

To review . . .

- Presentations will be 10 to 15 minutes long.
- Incorporate a visual aid (if a video, only use three minutes or less).
- There must be a recognizable introduction and conclusion.
- You do not need to memorize your speech word for word. You can transfer your presentation outline onto numbered note cards and refer to them.
- The project and reflective paper should be discussed in your presentation.
- Be at ease and prepared for a question and answer period.
- Dress professionally!

It is very important that you practice! practice! practice! The more you practice, the better that you will do on your speech. You will also be less stressed. Practice in front of the mirror, in the shower, in the car on the way to school (if you are not driving).

ORAL PRESENTATION EVALUATION

Speaker: _____

Judge: _____

Time: Individual Project 10-15 minutes

Area I: Content

Category	Criteria for Standard	Exceeds Standard 2	Meets Standard 1	Does Not Meet Standard 0
Organization	An effective introduction with appropriate attention getter. Central ideas are clearly presented and are easy to follow; transitions move from one point to the next. Followed by a conclusion showing sense of completion.			
Purpose	Purpose is clear and concise. It is established in the speech and leads to the development of the rest of the presentation.			
Ideas and Evidence *	Main ideas are established and demonstrate thorough and thoughtful knowledge, analysis, and preparation.			
Visual Aid Appearance & Application*	Visual aid is easily visible for audience and appropriately incorporated into the speech, enhancing the speaker's message. Materials are well planned, and uses space effectively.			
Components*	Speech clearly addresses Reflective Paper and the Culminating Project experience.			

Area II: Delivery

Category	Criteria for Standard	Exceeds Standard 2	Meets Standard 1	Does Not Meet Standard 0
Use of Voice	Rate, volume, tone, pronunciation, and enunciation are appropriate.			
Eye Contact and Poise	Eye contact is consistent; speaker maintains a high level of visual interaction and little reliance on note cards or supplemental material. Gestures, facial expressions, and body language are effective, appropriate, and confident.			
Time	Student meets presentation time requirement.			
Grammar and Word Choice	Uses correct grammar. Avoids slang and filler words. Uses appropriate language for school setting.			
Professional Appearance	Appearance is neat, clean, professional, and appropriate for the situation.			

Area III: Question and Answer Period

Category	Criteria for Standard	Exceeds Standard 2	Meets Standard 1	Does Not Meet Standard 0
Quality of Response	Speaker's responses are thoughtful, thorough, and convey meaningful knowledge of subject matter. Answers display further analysis of presentation and/or portfolio ideas and topics.			
Fluency and Confidence	Speaker's responses are articulate and concise, showing the speaker to have internalized his/her main points. Speaker easily expands upon previous statements when asked.			

** Must earn a "Meets Standard" in these areas to pass*

Judges Comments:

FINAL SCORE: _____

A score of "12" or above is passing.