**Project Deliverable: Project Presentation Document**

Your project presentation during the last lab should include two parts: a 2-minute pre-recorded video and a formal presentation. **Your presentation slides or link must be submitted to Canvas before the due date specified on Canvas. You could upload your video to YouTube or to Google Drive and give the instructor’s permission to view it. You need to include the link to your video in your slides.** During your presentation, you will first show your video, then present your slides, next give a live demonstration of your prototype. Lastly, take questions from the audience.

The 2-min video should take the form of a sales pitch which includes a demonstration of your design. See the “Elevator Pitch Example” and “Elevator Pitch Template” posted on Canvas for examples. See Grading Rubric on the next page on what needs to be included in the video.

For the presentation, you should create PowerPoint slides (or Prezi) to use as visual aids. This is a formal presentation, and **your team should be dressed in professional attire** (business casual minimum).

Your presentation should:

* Be between 3-5 minutes long (not including the video pitch of your design).
* Should have full team participation (everyone should speak).
* Describe the design problem, the objective of the project and potential customers.
* Describe the important/unique features of your design. (How is your design different, what is your competitive advantage?) Describe how your design adds value. **Describe how your design is related to the “theme”.**
* Include a brief discussion on how your design changed over the design process, and provide rationale/evidence for changes made.
* Include the final cost of your design (budget).
* Include a discussion about what you learned while working on this project, what you would do differently if you were to do this again.
* Properly cite any outside sources that you referenced in the presentation.

Your presentation will be graded based on (see grading rubric):

* Overall effectiveness of presentation
  + Interesting
  + Informative
  + Organized
  + Clear (easy to understand)
* Content (including all required information)
* Creativity (just remember gimmicks don’t make up for content)
* Meeting all requirements of the assignment
* Professionalism

**Final Project Presentation Grading Rubric**

**Names: Team #**

|  |  |  |
| --- | --- | --- |
| **Topic** | **Max Pts** | **Score** |
| **Presentation Length Penalties**   * If video > 2 min. score is reduced by 1 point * If presentation < 3 min. score is reduced by 2 point * If 3 min. ≤ presentation ≤ 5 min. no score reduction * If presentation > 5min. score is reduced by 1 point |  |  |
| **Presentation Requirements**   * (Y N) It is clear who the speakers are (everyone was introduced) * (Y N) Everyone in the group spoke * (Y N) Presentation was uploaded before deadline * (Y N) **All** team members appropriately dressed (Professional Attire: business casual minimum) * (Y N) All sources cited appropriately (citations present, in correct format, and from reputable sources) | 5 |  |
| **Pitch Video** |  |  |
| Describe the problem and solution. | 5 |  |
| Include demonstration of the prototype. | 5 |  |
| Engaging and effective pitch | 5 |  |
| **Presentation** |  |  |
| Describe the design problem, project objective and potential customers. | 2 |  |
| Describe important/unique features of your design. (How is your design different, what is your competitive advantage?) Describe your value add. | 2 |  |
| Describe how your design changed over the design process, and provide rationale/evidence for changes made. | 2 |  |
| Include the final cost of your design. | 2 |  |
| Discuss what you learned while working on this project, what you would do differently if you were to do this again. | 2 |  |
| **Overall Effectiveness of the Presentation** |  |  |
| Effective visual aids (text, picture, formatting, etc.) | 5 |  |
| Speaker confidence (volume, clarity, eye contact, engage audience, etc.) | 5 |  |
| **Total** | **40** |  |