

Interim Presentation Schedule

From the course syllabus:

Each project team is responsible for making short presentations about the progress of their final project during the second half of the semester. These presentations will take place during normal lecture periods, with odd-numbered teams presenting on Tuesday and even-numbered teams presenting on Thursday. You will be responsible for at least one of these presentations on behalf of your team. After making a 3–5 minute oral presentation, you will be asked to field questions from the audience.

A PowerPoint template for these interim reports can be found on the course website. While you are free to customize the provided template, you will be limited to three **slides containing text: 1) an “introductory” slide with team information, 2) a “status” slide with current progress, and 3) a “future” slide that highlights changes your team will be making as the project moves forward.** You may include additional slides that contain photographs, illustrations, or charts (but not text!). Following the oral presentation, the instructor and fellow class members may ask questions for another 3–5 minutes. Thus, the total duration of an interim progress report should be no more than ten minutes.

Your final score for the interim progress report will be based on 75% of your interim report score, and 25% on the average score of your teammates. Thus, you are encouraged to work with your team to ensure that all team members make presentations that are complete, concise, and well-planned. It is up to you and your team to decide the order in which each of you will make your interim presentation. (Tentative interim report dates are given below.)

It is not necessary that you attend a presentation period if you are not delivering an interim report. However, you may wish to show up to see what problems other teams have encountered, ask questions of teams that have solved problems that you are currently facing, and to support your teammates in making strong presentations.

Additional information:

Each team chooses the order in which members will present their **group’s** project status. However, every team member must make at least one presentation. Please be in the room and ready to go **at least 5 minutes prior to your team’s appointed presentation time.** You are expected to quietly set up your presentation while the prior presenter is answering questions. Please verify ahead of time that your slides display correctly on the projector in ME 2053 (our lecture room). *If you intend to run your PowerPoint deck from the classroom computer, be aware that your slides might not appear exactly as they do on your own computer, due to font substitutions. Converting your slides to a PDF format will take care of this potential problem.*

Tuesday, 24 March

Team 5: 12:30 pm
Team 9: 12:40 pm
Team 1: 12:50 pm
Team 3: 1:00 pm
Team 7: 1:10 pm

Tuesday, 31 March

Team 9: 12:30 pm
Team 1: 12:40 pm
Team 3: 12:50 pm
Team 7: 1:00 pm
Team 5: 1:10 pm

Tuesday, 7 April

Team 1: 12:30 pm
Team 3: 12:40 pm
Team 7: 12:50 pm
Team 5: 1:00 pm
Team 9: 1:10 pm

Tuesday, 14 April

Team 3: 12:30 pm
Team 7: 12:40 pm
Team 5: 12:50 pm
Team 9: 1:00 pm
Team 1: 1:10 pm

Thursday, 26 March

Team 10: 12:30 pm
Team 2: 12:40 pm
Team 6: 12:50 pm
Team 4: 1:00 pm
Team 8: 1:10 pm

Thursday, 2 April

Team 2: 12:30 pm
Team 6: 12:40 pm
Team 4: 12:50 pm
Team 8: 1:00 pm
Team 10: 1:10 pm

Thursday, 9 April

Team 6: 12:30 pm
Team 4: 12:40 pm
Team 8: 12:50 pm
Team 10: 1:00 pm
Team 2: 1:10 pm

Thursday, 16 April

Team 4: 12:30 pm
Team 8: 12:40 pm
Team 10: 12:50 pm
Team 2: 1:00 pm
Team 6: 1:10 pm