Final Presentation & Poster (Group)

Due: Friday, March 13, 2009

Goal

The goal of this assignment is to learn how to present your work in a visual form to interested parties from industry and across campus.

Deliverables

1. **Presentation**
   Two members of your team will present your project during a **twenty** minute PowerPoint-based presentation in front of a group of guests from various industrial partners as well as other students and faculty. See the grading guidelines for information on how to structure your talk. Practice in advance! You must **make the slides available for download on your web site.** The version of the slides you submit online on the above due date does not have to be the final polished version; it just has to be some version that at least contains all the required content.
2. **Poster**
   The poster must be 32"x40" (vertical). This should not be a hard project; it should take probably 1-2 hours.

Presentation Guidelines

You will have 20 minutes for this presentation plus up to 5 minutes for questions. Please practice as we will grade you on how close you are to the time limit (under and over). All team members are expected to work collaboratively on the presentation, though only two should present this time, thus the presentation grade will be based on the content and flow of the slides and not only on the individual presenters themselves.

Also keep in mind that the audience for this presentation will include people who are not familiar with the project and the processes you've gone through during the quarter, so make sure to provide enough context and background for them to follow your talk.

Suggested Talk Outline:
1. Project title & team (introduce yourselves)
2. Introduction to the overall problem
3. High level solution description
4. Outline of talk (tell us what you are going to tell us in the rest of the talk)
5. Representative tasks *with scenarios*
   a. Explain *reasoning* behind choice of tasks
   b. Think about using the videos from 440 to set the situation up
6. Current UI description (multiple slides)
   a. Present walkthrough of each task

        b. Explain what it does, how it works, and what is missing
        c. Should include live demo or video
7. Design evolution (multiple slides)
        a. Explain reasoning behind design changes (i.e., evaluation techniques & what they found at each stage)
8. Ideas for future enhancements (multiple slides)
9. Summary

Poster Guidelines

Your poster should include

- Logo
- Project Title
- Value proposition
- Basic Problem
- How you solve it / purpose of the project
- Key Features
- Design iteration

On your poster, you should include **screen shots**, and a *small amount of text*. Do not use full sentences. To make this assignment easier, I have four kinds of help to offer:

1. We have attached a [32"x40" PowerPoint Template.](#) Feel free to use the design as is, modify it, or not use it at all.
2. Please look at the following example posters for ideas. (if you edit these make sure it is the right dimensions.)
   1. [TripMe](#)
   2. [Student Task Planner](#)
   3. [Swickr](#)
   4. [Cluster](#)
   5. [Radr](#)
3. We have a color plotter that can print an image this size. If you send the TA the PowerPoint file, we will print it for you. The TA must have the file in their inbox by Friday at 3:00pm so it can be printed in time.
4. If you email the TA your poster the day before it is due, we will proofread it for writing and design.
5. You must **put a link** to your poster on the team web site.

Grading Criteria

Your grade will be based on the thoroughness and quality of your presentation and the poster.

Poster Grades (100 points)

Here are the grading criteria for the poster (100 pts total):

Aesthetics (50 Points)

- Does the poster have large images that show the key parts of the UI?
- Is there only the key minimum text phrases included (instead of paragraphs & long sentences)?
- Are the fonts large and legible?
- Are the colors a pleasing combination and easy to read?

Content (50 pts)

- Does it include all the points asked for above (logo, title, value proposition, problem/solution, key features, and design iterations)?
- Are the key features of the interface clear and labeled where necessary?
- Is there a good evolution of the interfaces changes shown?

Presentation Grades (100 pts)

The presentation grading will be broken into two components: the individual grade of the presenter(s) and a group grade for the presentation.

Presenter's grades   **(NAME: _____)**
                            (NAME: _____)

- Organization
    - o ___ Introduction to the overall problem (1 slide)
    - o ___ High level solution description (1 slide)
    - o ___ Overview/Outline of talk (1 slide) – don't read this, tell it like a story
    - o ___ 3 representative tasks with scenarios & why chosen (multiple slides)
    - o ___ Demonstration / video
    - o ___ Current UI description (multiple slides)
    - o ___ Design evolution & why (study results) (multiple slide)
    - o ___ Ideas for future enhancements (multiple slides)
    - o ___ Summary of talk (1 slide)
- Presentation
    - o ___ Use effective slides (easy to read, understand, good use of visuals/images)
    - o ___ Cover required scope in 20 mins (+ 5 minutes Q&A). Practice in advance.
    - o ___ Ensure the presenter makes eye contact and projects well.
        - ▪ __ : _____
        - ▪ __ _____

Group grade   **(GROUP NAME: _____)**

- High level Problem Solution:
    - o ___ compelling problem?
    - o ___ solution clear and seem viable?
- Tasks
    - o ___ good coverage?
    - o ___ reasons chosen compelling?
- Demo
    - o ___ show enough implementation has been done?
    - o ___ aesthetic and pleasing?
    - o ___ good fit with platform UI?
- Current UI description
    - o ___ clear on what it does?
    - o ___ simple to understand design?
- Design Evolution
    - o ___ clear on what changes were made?
    - o ___ clear on what evidence for changes?
- Ideas for future enhancement?
    - o ___ creative?
    - o ___ come from real data/evidence?