

ELECOMP CAPSTONE DESIGN PROGRAM

FALL 2022 SEMESTER

Homework #11

DUE: December 3rd, between 8-9pm; via Google doc.

Compile the Slides Presentation doc, and label it as:

“CompanyName-Slides-Sym23.”

Guidance for Slides Preparation for Symposium

(Each designer must compile his/her own slides, and label it accordingly in the bottom right corner, as has been done in previous years. 5% of the grade is allocated to this aspect. (1-2 minutes for Project Introduction etc., **2 minutes maximum** for each designer to present his/her Individual Technical Contributions this semester; **2 minutes maximum** for each designer to present his/her Anticipated Individual Technical Contributions for Spring Semester; 1/2 minute for Key Acknowledgments.

A good example of a live presentations at the December 2019 Symposium can be reviewed at this link:

<https://www.youtube.com/watch?v=v3CjTTEri6I&list=PLow1iKK9kRQxTRi0YWz-aV4PuEJAa0YI0&index=1>

The slides in this presentation will give you excellent guidance on what you should incorporate in your own slides. Material should be presented in small increments, so that the audience can follow your thoughts easily. Figures and diagrams/pictures should occupy the entire area available. PREZI is an excellent software for this. The only difference is that you are recording the presentation individually and then combining it into one, for uploading. Hence you can re-record your presentation entirely or any portion of it! An example of an excellent recorded presentation is:

“Virtual Summit Video Sample (Team ON Semiconductor”)), at this link:

<https://www.youtube.com/watch?v=ri1MapVqdyk&feature=youtu.be>

Here is another excellent example:

<https://www.youtube.com/watch?v=IB1VieTaCBs&list=PLow1iKK9kRQyBk-RTYX7zttJqHZSmpTSw&index=1&t=14s>

Study their slide preparations carefully; see website below as well. The notes which follow will provide further guidance to what you would have observed in these 2 presentations:

1. Slide 1: Title of Project
2. Slide 2: Technical Directors, with photos, and URI graduation year, if applicable.
3. Slide 3: Team Composition, with photo, major; one at a time. (use a professional photo from your album)
4. Slide 4+: Company overview etc; background technology
5. Project Motivation
6. Anticipated Best Outcome (ABO)
7. Summary of TEAM Key Technical Accomplishments toward achieving the ABO.
8. Economic Impact for the Company
9. Simple Block diagram of your whole project, which will be put up before a new designer starts to talk.
10. Designer 1: highlights in which aspects he/she made the individual technical contributions. Then provides details in following slides. Use 2 minutes.
11. Designer 1: highlights key technical accomplishments that he/she will make, before 04/15/24, towards achieving the ABO. Use 1-2 minutes.
12. Designer 1 introduces Designer 2, with a photo in bottom right corner.
13. Repeat item 10 and 11 for each new designer, with the Block Diagram first, to remind the listener. **(no hopping back to previous presenters!)**
14. Summary of TEAM Key Future Technical Accomplishments toward achieving the ABO; Confidence level for this. Discuss the Risk Tracking Template and the details in it.
15. Conclude with the Key Acknowledgements Slide; take your time to thank your TDs, and others. Use photographs.

Further Guidance: slides should be easy to understand; present small packets of information to keep the interest of the listener; use photos and videos to explain further; speak clearly with confidence; do not rush your presentation; you are free to exercise your own creativity in the slides and Presentation!! GO FOR IT BUT KEEP IT PROFESSIONAL!

How to prepare a good slide presentation: Study the following:

http://web.mit.edu/me-ugoffice/communication/slides_talk.pdf

Rethinking the Design of Presentation Slides, by Michael Alley, Virginia Tech

“In this presentation, Michael Alley goes through the many nuances surrounding what defines “good presentation slides”. Alley focuses on key concepts including: typography, attractive headlines, image use and function, and overall styling guidelines. An excellent resource, anyone looking to present using Microsoft Power Point or similar software can benefit from this resource.”

Notes on Presentation Clicker:

-When using the WebEx laser pointer, you are unable to click through your presentation.

-Google Slides, has a laser pointer, built into its program, that achieves the same goal, but allows you to seamlessly click through your slides. This is the recommended program to use so that you do not come across technical difficulties with the laser pointer during your presentation.