

CPSC 444 Project

Milestone V: Project Presentation

March 26, 2012

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Overview

You have approximately **1** week to complete this milestone. See course schedule for exact dates.

Milestone V Deliverables

This final phase has a single component, which is the presentation itself. This document also describes the role of the design jury in adjudicating the design competition based on the 444 presentations.

A. Final presentation materials

- A.1 Submit presentation file (ppt or pdf)

B. Design competition presentation

- B.1 Deliver an effective presentation at design competition

A. Final Presentation Requirements

Milestone V comprises the presentation of your *entire* project to the class and a design jury.

The immediate purpose of this stage is to give you experience at:

- Distilling a multi-phase, multi-person project into a single, brief presentation
- Preparing presentation visuals
- Public speaking, with an emphasis on tight timing
- Persuading an audience of the merit of your work and the validity of your approach

Each team will, as a group, present their project to the entire class, course staff and a design jury during a special session (see the course calendar).

Presentation Expectations

Duration

1. 12 min talk + 6 min questions (1 min changeover will happen in the last minute of questions)
2. ***Start time and duration will be STRICTLY enforced.*** You will be cut off at 12 minutes.

Coverage

Make sure to cover the following details:

1. Project overview (motivation and larger objectives) (MS I)
2. Key approach and insights from first pass of user involvement (MSII)
3. Design approach (chosen at start of MSIII)
4. Objectives of experiment evaluation and prototyping (MSIII)
5. BRIEF Demonstration of MSIII prototype (*may be already included in project video, if not recommend static screenshots only*)
6. Experiment design and details (MSIII-IV) (*important – need to describe only in sufficient detail that audience gets the gist of what you did*)
7. Results of experiment (MSIV) (*do not cover everything, highlight the important results*)
8. Final recommendations (MS IV)
9. 3-5 minute video (MS IV) (*you must show at least 50% of your video; think carefully about which parts to show and when to show them during your presentation; just because it is listed last here, doesn't mean you need to show the whole video at the end of your presentation*)

Note that this is a lot of material to cover in a short time. Be very judicious of what you include. Do not duplicate (or at least very minimally duplicate) material between the slides and the project video.

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Be sure to follow guidelines from the presentation tutorial (given in 344) (e.g., on how many slides to use, how to present information in a visually appealing manner, how to avoid annoying habits, etc.).

Logistics

Sequencing and participation

- Each team will be assigned a slot during the presentation period
- The order of presentations will be announced at start of the presentation period.
- THE ENTIRE CLASS IS EXPECTED TO ATTEND and be available for questions
- Each presentation must be delivered by *two or more team members*, but with such tight timelines, be sure that the transitions from one team member to another are very brief and very smooth.

Format

- All presentations will be delivered from a supplied laptop (i.e., you will not be using your own laptop). This avoids any problems trying to connect laptops and projectors, a frequent cause of delay at multi-presenter sessions.
- You must use PowerPoint slides or PDF slides.
- Project videos (from MSIV) will be pre-loaded on the supplied laptop and course staff will check that they work (both audio and video) in advance. You can assume that your video will be in the same directory as your presentation file.
- If there are any additional multimedia files that need to be loaded, please contact the course staff *well in advance* to make arrangements for getting them onto the supplied laptop. (E.g., a video file will likely be too large to email.)
- You must deliver your SINGLE PowerPoint/PDF file (and any additional multi-media files) by the deadline indicated (no exceptions).
- Audio and video for additional multimedia files are not guaranteed to work; so come early to test. Speakers will be available.

Deliverable A.1: Email PowerPoint/PDF file to cs444@cs.ubc.ca

Due date given on course schedule webpage

Put your team name in the filename (e.g. *<team name>_final_presentation*)

You will get a confirmation email once your file has been tested.

B. Design Competition / Role of Design Jury

In the audience for the project presentations will be a 2- or 3-person design jury consisting of experienced HCI practitioners and designers.

Their job: simulate point of view of venture capitalists *or* research fund managers

Your job: convince them that your project is early-stage research worthy of investment

Scope of their evaluation: your entire project, based on: your presentation, a brief review of your hardcopy portfolio, and a postmortem discussion with the course staff

Outcome:

The design jury will allocate their 'investment' units among the best projects. There will be a modest tangible token for the teams noted in this way, announced and presented at the final course meeting.

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| Deliverable B.1: Deliver an effective presentation during the design competition. |
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Marking

The marking criteria for the presentation include:

- communication skills
- organization & preparation
- presentation layout
- appropriate use of supporting media
- handling of question(s)