CE 3500: Group Presentations (10 points)

Over the course of the semester, your group has been assigned three design problems — designing a bus system for Laramie; analyzing a signalized intersection and recommending a new signal timing; and designing the alignment and pavement for a highway. Your final task is to give a **short** presentation to the class on **one** of these group assignments. The focus is on **short** because there are 11 groups and 3 days of presentations. This means that each group will be strictly limited to 15 minutes to present. Because of the time limitations, and because you've all been working on the same problems, there will not be time for questions afterwards.

When making these presentations, put yourself in the position of an engineering firm trying to persuade the city engineer (me) that your design effectively addresses an existing problem. Assume that I have an engineering background and am familiar with basic transportation engineering terminology, but not that I'm an expert in every aspect of transportation. It is up to each group to decide how many people will be presenting. One person can present the whole thing, or you can divide it among group members. The entire group will receive the same grade.

Your grade will be based on three equally-weighted components, described in detail on the next page. The organization component assesses the structure and length of your presentation. Do you describe the problem before talking about how your design solves it? Does it make sense to someone who isn't familiar with all the details of your project? The content component focuses on the technical correctness. I'm not looking for how good your design is — I've already done that and awarded bonus points to the best teams. I'm mainly looking to make sure you use terminology in the right way, and that you understand the procedure you're supposed to follow. **If you are presenting one of the first two projects, I will hold you to a higher standard here because I have already given corrections on the analysis. I will be more lenient for groups presenting the third project because it hasn't been graded yet.** Finally, the delivery component addresses the effectiveness of visual aids and clarity of speech.

Each of these three components is worth three points each, so you may be wondering where the tenth point comes from. Each of you will also be responsible for grading each other's presentations and providing comments; your grades will be averaged with mine to get your final presentation grade. This way you can get more suggestions about what worked well in your presentations, and what aspects need more work in the future. If you provide scores and at least one useful comment to each group, you will receive the tenth point.

	Presentation Organization
3	The length of the presentation is appropriate (no more than 15 minutes). There is a clear, logical structure which makes it easy for the listener to follow along. The purpose of the project, and the most important findings and conclusions, are readily apparent.
2	The presentation is slightly too long, but not substantially so. Although the listener can follow the presentation, some transitions may not be completely clear and some effort must be exerted to follow the speaker and discern the main conclusions.
1	The speaker budgets time poorly and speaks too long, or focuses too much on trivial topics and ignores the main points. The structure is either nonexistent or illogical, making it very difficult to understand the purpose of the project, what the speaker has done, and what the results are.
	Presentation Content
3	The speaker describes the problem, method, existing condition, and design completely and accurately, including a strong motivation for why the problem is important, discussion on how the new design solves this problem, and any assumptions made which have an impact on your conclusions. All technical details are correct, and all terminology is used correctly and precisely. The speaker's technical expertise is above question.
2	The presentation is solid, but is either lacking one or two of the sections listed above, or its coverage of one or two topics is weak. Most of the details are right, and it is clear that the speaker has a good understanding of the material, although there may be some gaps in knowledge or technical usage.
1	The presentation does not cover any of the above sections well (or at all). There may be multiple, significant technical errors. Listeners are unconvinced of the speaker's expertise.
	Presentation Delivery
3	Slides or other aids are effectively used to convey information visually, without distracting from the speaker's delivery. The speaker's voice is clear and audible, and the speaking style is engaging and keeps listeners' attention.
2	Visual aids are somewhat pedestrian, and while not overly distracting, are not particularly useful and do not contribute much to the presentation. Parts of the presentation may be difficult to understand due to volume or rate of speech, and listeners may occasionally lose focus.
1	Visual aids are distracting and/or difficult to read and understand. The speaker's volume and/or pace are such that it is impossible to understand much of the presentation at all, or the manner of speaking is so boring that listeners cannot pay attention. The speaker appears to have no enthusiasm at all for the topic, and gives the presentation only grudgingly.