

# **Service Learning Legacy Project Presentation Instructions**

(revised)

Below are basic instructions for your Legacy Project Presentation.

1. As you know, we will be video-recording your oral presentations of your Service Learning Legacy Project on Monday and Tuesday, May 4 and 5. Ten points of your total course grade will be earned for this presentation. Scores will be based on my assessment of your presentation, as well as any comments made by your classmates.
2. You will be recording your video in all by yourself in my office, using a Webcam. I will show you how to use this device to record your video.
3. Your presentation may not take longer than 10 minutes. While you will have a 20-minute time slot to record your presentation, you will only be able to stop and restart the video once or twice at the most before your time runs out. So practice several times beforehand and plan your presentation carefully.
4. You may use any notes, notecards, visual aids you wish. Just make sure you plan carefully in advance how to use these effectively while being video-recorded.
5. Presentation Outline
  - A. Open your presentation with:
    - Your Name
    - Full Title of your Presentation
  - B. Summarize your Legacy Project. This should be the longest section.
  - C. Briefly discuss your project's challenges, successes, and/or failures as well as anything you would do differently in the future.
  - D. Conclude by briefly identifying your Community Partner along with her/his credentials for helping you with your project. Then, thank your Community Partner as well as anyone else you would like to thank for supporting you in this project.
  - E. When you are finished recording, let it record for a few seconds at the end without you doing anything before you actually turn it off. This will allow me some space to edit without risking cutting off the end of your presentation or without your presentation ending too abruptly.
6. The videos of the presentations will be played in the Honors Forum on Thursday, May 7 from 10:00 a.m.-3:30 p.m. You are expected to watch at least two of your classmates' presentations and fill out the comment form you will be provided. Turn your completed forms into my mailbox in the Honors Main Office.