Group Presentation Assignment

Your group of classmates will give a 7 to 10 minute oral presentation on one of the following components of a successful life. Please circle the topic your group will research.

- Developing Emotional Intelligence (pp. 220 – 222)
- Managing Stress (pp. 224 – 232)
- Increasing Happiness (pp. 234 – 239)
- Thinking Critically (pp. 204 – 209)

Your group will create and commit to a set of rules and expectations for each group member. Each group member will receive both a group grade and an individual grade.

Your group members (name, email address, phone number)

1. ____________________________________________________________________________
2. ____________________________________________________________________________
3. ____________________________________________________________________________
4. ____________________________________________________________________________
5. ____________________________________________________________________________

I. Research Component

A. You will use at least five sources of information. Collect citation information for each source.

1. Your textbook: use the information in your textbook on the pages listed above to guide your research.
   Author: Skip Downing
   Title: On Course: Strategies for Creating Success in College and Life
   Publisher: Cengage Learning
   Date of publication: 2017

2. Another book:
   Author: ______________________________________________________________________
   Title: _______________________________________________________________________
   Publisher: _____________________________________________________________________
   Date of publication: __________________________________________________________________________
3. Website #1:
   Author: ________________________________________________________________
   Title of article: ______________________________________________________
   Title of website: _______________________________________________________
   Date of publication: ____________________________________________________
   URL: __________________________________________________________________

4. Website #2:
   Author: ________________________________________________________________
   Title of article: ______________________________________________________
   Title of website: _______________________________________________________
   Date of publication: ____________________________________________________
   URL: __________________________________________________________________

5. A magazine article from a library database:
   Author: ________________________________________________________________
   Title of article: ______________________________________________________
   Title of publication: ___________________________________________________
   Date of publication: ____________________________________________________
   Name of database: ______________________________________________________
   Permalink, DOI or URL: _________________________________________________

B. From these sources, collect information to complete these objectives:
   1. Define and explain your topic.
   2. Describe the importance of the topic to a successful life.
   3. Present at least two specific actions that will help your classmates to develop this quality.

C. Create one typed outline of the information you collect. This outline will represent your entire group.

D. Create a typed Works Cited page in MLA 8 format. Include all of the sources you use.

E. On the day of your presentation, your group will submit one outline and one Works Cited that represents the work of the whole group.
II. Presentation Component

Your group will give its presentation on ________________. If you are not present, you will receive zero points.

- Include every member of your group in the research process and in the oral presentation.
- Present the information in a creative, engaging format.
- Use some form of visual aid – handout, worksheet, poster, props, PowerPoint slides.
- You will have class time to work on your presentation. You are expected to be present and to participate.
- Practice your oral presentation. Absolutely DO NOT READ word-for-word to the class from your outline or from a PPT or handout. (You may use 3x5 cards for your notes.)

III. Individual Component

1. As you work on your project with your classmates, keep a record in the chart below of each task that YOU do that contributes to the success of the assignment. Include research, communications, preparation of materials, meetings, and any other tasks.

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2. After your group has made its presentation, write one paragraph to answer each of the following questions:

- How would you evaluate your own contribution to the success of the group project?
- What struggles did your group experience in preparing this project?
- In what ways did your group members work well together?

3. Type your list of tasks and your paragraphs in MLA format. This individual part of the project is due _________.

General Guidelines for Creating an Outline

*Items should follow logical order.*
Make sure that the content of your outline is logical. Do the headings make sense in the order you have placed them? Are items that are closely related placed together for a more natural flow of ideas?

*The higher the heading level, the more general the statement.*
Make your subheadings increase in detail with each subsequent level. It’s easier to visualize the rule this way:

I. General statement
   A. More detailed statement
      1. Even more detailed statement
      2. Even more detailed statement
   B. More detailed statement
      1. Even more detailed statement
      2. Even more detailed statement

*Every “A” must be accompanied by a “B”.*
If there is an "A" in your outline, there must be a "B." The same goes for "I" and "II," "1" and "2," "i" and "ii," and "a" and "b." The reason for this rule is logical: a point cannot be subdivided into less than two subpoints.

*Use either sentences or phrases in your outline, but not both.*
Do not mix sentences and phrases in your outlines. If your first main point is a complete sentence, then let that format guide the rest of your main points and subpoints. If you want your work to look professional, make sure you choose to write in either sentences or phrases and then stick to it.

*Sentences are followed by periods; phrases are NOT.*
Make sure you go back and check to make sure you haven’t placed a period at the end of any phrases or that all your sentences are followed by periods.

*Items must be in parallel structure.*
Parallel structure means a similar pattern of words. Consistency is the key. Use the same format of phrasing your points for a heading level.

I. Things to do in the summer
   A. Indoor activities
      1. Video game playing
      2. Reading
   B. Outdoor activities
      1. Swimming
      2. Surfing
II. Things to do in the winter
   A. Indoor activities
      1. Video game playing
      2. Reading
   B. Outdoor activities
      1. Skiing
      2. Ice skating

*The outline should be consistent.*
The power of consistency is that it makes your readers comfortable; they know what to expect in the formatting so it fades into the background and they can focus their attention on the content of your outline.