

Informative Presentation Requirements

Time: 3-5 minutes or 4-6 minutes (according to instructor)

Topic: The topic of the presentation should be interesting and relevant to your audience.

Organization: Main points should be organized in a logical, appropriate, and approved pattern of organization. Main points in this presentation may range from 2 to 4 depending on the topic, depth of your points, organizational pattern, time allotment, and other requirements.

Presentation Notes: Key words and evidential information only.

Supplemental Aids: At least one supplemental aid is required.

Supporting Material: Minimum of three (3) sources are required for this presentation. However, at least 1 of the sources must *not* be from the Internet. (Internet in this case refers to websites and sources obtained from a web browser such as Google. Library databases are not considered Internet sources because they are also available in print form in various periodicals.)

Evaluation of Sources: The three Cs are useful when evaluating what sources to use in your presentation. Sources contain a different balance of the three Cs, so your job in evaluating a source is to apply the following criteria and determine if your source should or should not be used in your presentation.

Current: Sources are within the past 2 years.

Credible: Sources are trustworthy.

Comprehensive: Sources are balanced and provide a good overall understanding of the topic.

Oral Citations: Oral citations must include the following information:

1. Author (who wrote the article or what organization is responsible for the information?)
2. Date of publication (or when a website was accessed, or interview conducted)
3. Type (magazine/newspaper/journal article, book, interview, website, etc.)
4. Title (of the work or webpage)

References: Sources must appear in APA style, both in the references section containing all the sources used and the evidence citations within the body of the formal outline.