

## **(555) Presentation Management Individual (S | PS)**

### **Description**

Assess use of current desktop technologies and software to prepare and deliver an effective multimedia presentation.

### **Eligibility**

A member may *not* participate in more than one of the following events in the same year: Presentation Management Individual and Prepared Speech. A previously used presentation may *not* be used.

### **Topic**

The coronavirus pandemic has disrupted life for communities around the world and will continue to do so for the foreseeable future. For students setting their sights on a post-secondary education, the process of finding the right fit has become more challenging. Post-secondary institutions are grappling with the tasks of recruiting, admitting, and orienting students who may not be able to step foot on campus. And then there is the fact that the on-campus experience will have to change as well. As a student interested in pursuing continuing education, research and prepare a creative presentation outlining trends in the college admissions/new student arena.

Things to consider, but not limited to, include:

- What are strategies used by colleges to recruit students if the admissions counselors can't meet with high school students in person nor can they conduct in person campus visits?
- How will admissions testing (ACT/SAT) play a role in the recruitment process?
- What strategies can be used by campuses to orient students when they are not allowed on campus?
- How will living on campus change in the foreseeable future?
- One reason students want to attend a college and/or live on campus is to socialize and meet people. With social distancing in place, how will campuses develop socialization opportunities?
- Limit your presentation to the strategies only; not to specific companies that provide products
- Use data to support your presentation
- Follow Copyright Guidelines when using company logos and likenesses

Members who do *not* submit an entry that follows this topic will be *disqualified*.

### **Member must supply**

Presentation device/Presentation software

Sound cards (optional)

External speakers (optional)

Projection system (optional)

Props (optional)

No Internet access will be provided on-site at NLC; however, members may provide their own access to be used only for their presentation to the judges

Members must bring all supporting devices (e.g., extension cords, power supply, etc.)

Carry-in and set-up of equipment must be done solely by the member and must take place within the time allotted

**Business Professionals of America assumes no responsibility for hardware/software provided by the member. No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. Violation of this rule will result in disqualification.**

## Competencies

- Apply technical skills to create a multimedia presentation which will enhance the oral presentation
- Demonstrate effective oral communication skills
- Secure facts and data from multiple sources, emphasizing research skills

## Specifications

- The member shall design a computer-generated multimedia presentation on the assigned topic.
- The member is to make effective use of current multimedia technology in the presentation (e.g., sound, movement, digital video, etc.).
- Member should use space, color, and text as design factors.
- Use of graphics, including charts, is to be a part of the presentation.
- The length of set-up will be no more than three (3) minutes.
- The length of the presentation will be no less than seven (7) minutes and no more than ten (10) minutes, followed by no more than five (5) minutes of judges' questions.
- One (1) copy of the signed Release Form(s) and Works Cited must be submitted at the time of the presentation at NLC at both the Preliminary and Final Competition.
- Format of Works Cited must be according to [Style & Reference Manual](#).
- If the Business Professionals of America logo is used, graphic materials must follow the organization's [Graphic Standards](#) and make proper use of the logo and/or organization's name. (Refer to the [Graphic Standards](#) in the [Style & Reference Manual](#).)
- The member is responsible for securing a signed [Release Form](#)(s) from any individual whose name, photograph, and/or other information is included in the presentation.
- The presentation content must be on the member's computer hard drive, a CD-ROM/DVD, or a USB drive.
- All materials (props, displays, samples, gifts, etc.), other than the required submission, may *not* be left with judges.
- It is the policy of Business Professionals of America to comply with state and federal copyright law. Federal law pertaining to copyright, as contained within the United States Code, is available at <https://www.copyright.gov/title17/title17.pdf>. The [Style & Reference Manual](#) contains guidelines for Copyright and Fair Use. Participant(s) will be *disqualified* for violations of the guidelines.
- National Business Professionals of America grants permission for the use of the copyrighted logo and tagline.

## Method of evaluation

Judge's Scoring Rubric

## Length of event

No more than three (3) minutes for set-up

No less than seven (7) and no more than ten (10) minutes for oral presentation

No more than five (5) minutes judges' questions

Finals may be included at state and national levels

## Entries

Each state is allowed three (3) entries

**Ideas presented become the property of Business Professionals of America.**

**Teams in all judged events who wish to receive judges' comments must submit a self-addressed, stamped envelope to the event judges before judging takes place.**

**Materials submitted for competition *cannot* be returned.**

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Judge Number \_\_\_\_\_

Member ID \_\_\_\_\_

**Presentation Scoring Rubric**

Member Violated the Copyright and/or Fair Use Guidelines	<input type="checkbox"/> Yes <i>(Disqualification)</i>	<input type="checkbox"/> No
If yes, please stop scoring and provide a brief reason for the <i>disqualification</i> below:		
Member followed topic	<input type="checkbox"/> Yes	<input type="checkbox"/> No <i>(Disqualification)</i>

<b>Items to Evaluate</b>	<b>Below Average</b>	<b>Average</b>	<b>Good</b>	<b>Excellent</b>	<b>Points Awarded</b>
Opening and summary	1-5	6-10	11-15	16-20	
Objectives to be achieved are stated	1-5	6-10	11-15	16-20	
Stage presence and delivery	1-5	6-10	11-15	16-20	
General content	1-5	6-10	11-15	16-20	
Typography (typeface, size, & color)	1-5	6-10	11-15	16-20	
Functional graphics contribute to the progression of the idea	1-5	6-10	11-15	16-20	
Charts and graphs used effectively	1-5	6-10	11-15	16-20	
Effective use of color and space	1-5	6-10	11-15	16-20	
Effective use of multimedia technology	1-5	6-10	11-15	16-20	
Development of stated theme	1-5	6-10	11-15	16-20	
Answers to judges' questions	1-5	6-10	11-15	16-20	
<b>TOTAL PRESENTATION POINTS (220 points maximum)</b>					

***Props and/or additional items shall not be used as a basis for scoring.***

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Judge Number \_\_\_\_\_

Member ID \_\_\_\_\_

**Specification Scoring Rubric**

<b>SPECIFICATION POINTS:</b> All points or none per item are awarded by the proctor per member, <i>not</i> per judge.		<b>Points Awarded</b>
Set-up lasted no more than three (3) minutes – 5 points Presentation was no less than seven (7) minutes and lasted no more than ten (10) minutes – 5 points	10	
Documentation submitted at time of check-in: Works Cited (1 copy) and signed <a href="#">Release Form</a> (s) (1 copy) at time of presentation <i>Must have copies for both preliminaries and finals</i>	10	
Works Cited formatted according to the <a href="#">Style &amp; Reference Manual</a>	10	
<b>TOTAL SPECIFICATION POINTS (30 points maximum)</b>		

**TOTAL MAXIMUM POINTS =250**

**PRESENTATION WILL BE STOPPED AT TEN (10) MINUTES**