**Part 5: The Home Stretch**

The goal of these slides is to help participants prepare to presentations of their final research projects

This document is designed to walk you through the content and to collect notes that might be helpful as you go.

*Slideshow Contents*

* Focus/Team meeting
* Group Check-in
* Presentation Day
  + Edit as needed!
* Work Independently on Project
  + Final Project Reminders
* Rehearsals
* Wrap-up

**Team Meeting**

*Change as you’d like!*

* Icebreaker
  + What is a work of art that has had a major impact on you?
  + Can be…
    - A movie
    - A television show
    - A piece of music (song/album/artist)
    - A book
    - A painting
    - A video/computer game
    - Anything!
* Group check-in
  + How are we feeling about the projects?
  + What is something that you feel good about?
  + What is something you have questions about?
  + What do you want to have accomplished by the end of the week?
  + Any other questions?
* Presentation Day (Edit as needed)
  + Arrive Early
    - Final prep
  + Presentations themselves:
    - 3rd floor, room 310 (large conference room upstairs)
    - 3:00 - 4:30 pm (we have the space from 2:15 to 4:45)
      * Invite who you want (formal email going out later)
      * Remote option available

**Work Independently on Project/Final Project Reminders**

Report

* Background on the topic/the bill
  + Why are you interested?
  + How did it come about?
  + Who is benefiting or might benefit?
* A summary of data
  + Key points, trends you noticed, etc.
  + Graphics
* Policy suggestions
  + How could this be applied to Boston?
  + If it is already being applied, what could be changed?

Data

* As you go through the data, make charts/graphs that best fit your data (as we discussed yesterday).
* Displaying the data in an accessible but informed way.
* Don’t clutter a picture of a graph with too many labels or notes.
* When you’re including text, pick one key sentence from the relevant paragraph(s) in the report. Anything else can go in your presenter notes!

Slideshow (7 minutes)

* Slides that tell a story without relying too much on text
  + “Show, don’t tell.”
  + Visuals and animations are your friend.
  + Pro-tip: one slide should roughly equal one minute of presentation time
* Mirror the layout of your report
  + Background, data, policy recommendations/next steps.

**Rehearsals**

*Tip: To encourage volunteering, tell students that after they go, they can pick their slot in the presentation order on the big day!*

Presenters!

* Everyone goes once
* Show what you’ve got so far
* When you’re done, stay where you are for peer feedback:
  + Questions
  + Comments
  + Suggestions
* Then pick your spot for the presentation order!

Audience!

* What went well?
* What needs to be worked on?
* What do you want more information on?
* Be a good critic!
  + Supportive but constructive

**Wrap-up:**

* Next Time
  + Rough draft of report and slides
  + We’ll also do some practice sessions

[End of Content]