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**Planning Sheet**

**The main presentation should be about 3 min long.**

**Requires an effective and refined script and delivery.**

**Be prepared for a Question and Answer session.**

|  |  |
| --- | --- |
| **Title:** | Think up a descriptive title. Try to be creative if it fits. |
| **Participant:** | First and last name |
| **Challenge:** | What challenge/goal/question will drive your work? |
| **Learning:** | What do you expect to learn? How will you be challenged? How will this stretch you? |
| **Motivation:** | What is the inspiration for this project? Why did you choose it?  Why is it important to you? What is your goal? Why is this project worthwhile? |
| **Materials:** | List your materials/resources and who will be providing them. If they need to be purchased, include the price. |
| **Main Steps:** | Outline the main steps to complete your project or provide a link to another site that has the steps. Below the link explain any additional steps you need to complete.  How will you document your process/progress beyond your blog entries?  How will you show progress? |
| **Time:** | How long do you expect this project to take? What specific milestones will you complete? By when? |
| **Resources:** | List possible resources/sources of inspiration to complete this project.  Are there existing examples of the sort of project you want to complete? Has anyone else done a similar project? What words did you search for when checking? |
| **Difficulties:** | What parts of this project might be difficult? How do you expect to handle them? |
| **Sharing:** | Sharing/Teaching/Paying It Forward - How will you share what you have learned with others? Who is your target audience? |
| **Evaluation:** | How will you define the project’s success? How should **we** evaluate your success? How will that be "visible" to others? (Demonstrate) Can your progress be measured throughout the project? |

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| **Participant:** |  |
| **Challenge:** |  |
| **Learning:** |  |
| **Motivation:** |  |
| **Materials:** |  |
| **Main Steps:** |  |
| **Time:** |  |
| **Resources:** |  |
| **Difficulties:** |  |
| **Sharing:** |  |
| **Evaluation:** |  |

**\*Planning Sheet DUE on Friday, November 1.**

**\*\*FINAL Presentation on December 5-6, 2019**

**Live Ignite Presentation**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Novice** | **Apprentice** | **Master** |
| **The idea** | Selects a task/question/ challenge/topic that is interesting/fun but that is already familiar to student and doesn't find opportunities to learn/contribute. | Identifies tasks/questions/ challenges that are personally meaningful, build one's sense of self-learning, and contribute to the learning of others. | Discovers a wicked problem.  Goes for an "epic' challenge, one that will be useful in other endeavors, or that benefits others.  Addresses an authentic question, challenge, or task |
| **Motivation** | Motivation is unclear, or lacking.  No goals are set. | Identifies the motivation for pursuing the activity, but the ideas are not developed. | Describes in detail the motivation for pursuing the activity. |
| **Presentation Delivery** | Displays minimal eye contact with audience, while reading mostly from the notes.  Speaks in uneven volume with little or no inflection. | Consistent use of direct eye contact with audience, but still returns to notes.  Speaks with satisfactory variation of volume and inflection. | Holds attention of entire audience with the use of direct eye contact, seldom looking at notes.  Speaks with fluctuation in volume and inflection to maintain audience interest and emphasize key points. |
| **Content/ Organization** | Cannot answer class questions with explanations and elaboration.  Does not provides clear purpose and subject; pertinent examples, facts, and/or statistics; does not supports conclusions/ideas with evidence. | Is at ease with expected answers to all questions, without elaboration.  Has somewhat clear purpose and subject; some examples, facts, and/or statistics that support the subject; includes some data or evidence that supports conclusions. | Demonstrates full knowledge by answering all audience questions with explanations and elaboration.  Provides clear purpose and subject; pertinent examples, facts, and/or statistics; supports conclusions/ideas with evidence. |
| **Enthusiasm/ Audience Awareness** | Shows little or mixed feelings about the topic being presented.  Fails to increase audience understanding of knowledge of topic. | Shows some enthusiastic feelings about topic.  Raises audience understanding and knowledge of some points. | Demonstrates strong enthusiasm about topic during entire presentation.  Significantly increases audience understanding and knowledge of topic; convinces an audience to recognize the validity and importance of the subject. |