Honors Day Preparation

Remember to . . .

- Introduce yourself and the title of your presentation.
- Use visual aids, such as MS PowerPoint.
- Utilize hands free operation tools such as a remote for presentations, and a laser pointing device (sometimes these two tools are all in one).
- Talk directly to the audience.
- Do not read directly from your notes or the screen.
- Speak clearly and at a good pace.
- Dress professional (guys: slacks and a pressed shirt for instance and girls: slacks or skirt with a nice blouse or a dress). Remember that this is professional attire.

Writing your speech and presentation:

- Think of your audience in that you plan the layout of your speech to be at a level that most people could understand. Very few members of the audience will know about your particular topic.
- Judges:
  - There will be two judges present: one from the discipline of the speaker and one not of the discipline.
  - They and the audience will be allowed a Question and Answer time limit of 5 minutes. Be prepared for questions at any level, such as ones from the presentation or preparation/research questions that you did not report.
  - Following the presentation the judges will fill out and tally their grade sheets to turn in immediately.
- A single presenter will have 15 minutes to give the speech and a 5 minute Q&A time afterwards.
- A group will have 20 minutes to give their speech and a 5 minute Q&A time afterwards.
- An HCSO officer will be the moderator and keep time for the presenter(s).
- The mentor for each presenter will introduce the topic and presenter.

Mentor interaction:

- Practice your speech on your own and with your mentor. Make sure to keep time and listen for your speed of speech.

Important Forms and Dates: See current semester Honors Events Calendar for specific dates.

- Middle of September (Fall) or middle of February: Honors Proposals due
  - Submit this form electronically via website to The Honors College at University Park
- Early December or Late April: Honors Day
  - Rehearsal Form due. Please give this form to the moderator. This form will have been completed by the mentor during the final rehearsal of the presentation.
  - Luncheon at some point during Honors Day
  - Presentation per schedule.

TIP*** Get out your membership handbook and review the Honors Day Student Presentation Feedback Form. This is the form that the judges will use to score the presentation. It is important that you have clear expectations for what is expected of you and your presentation.