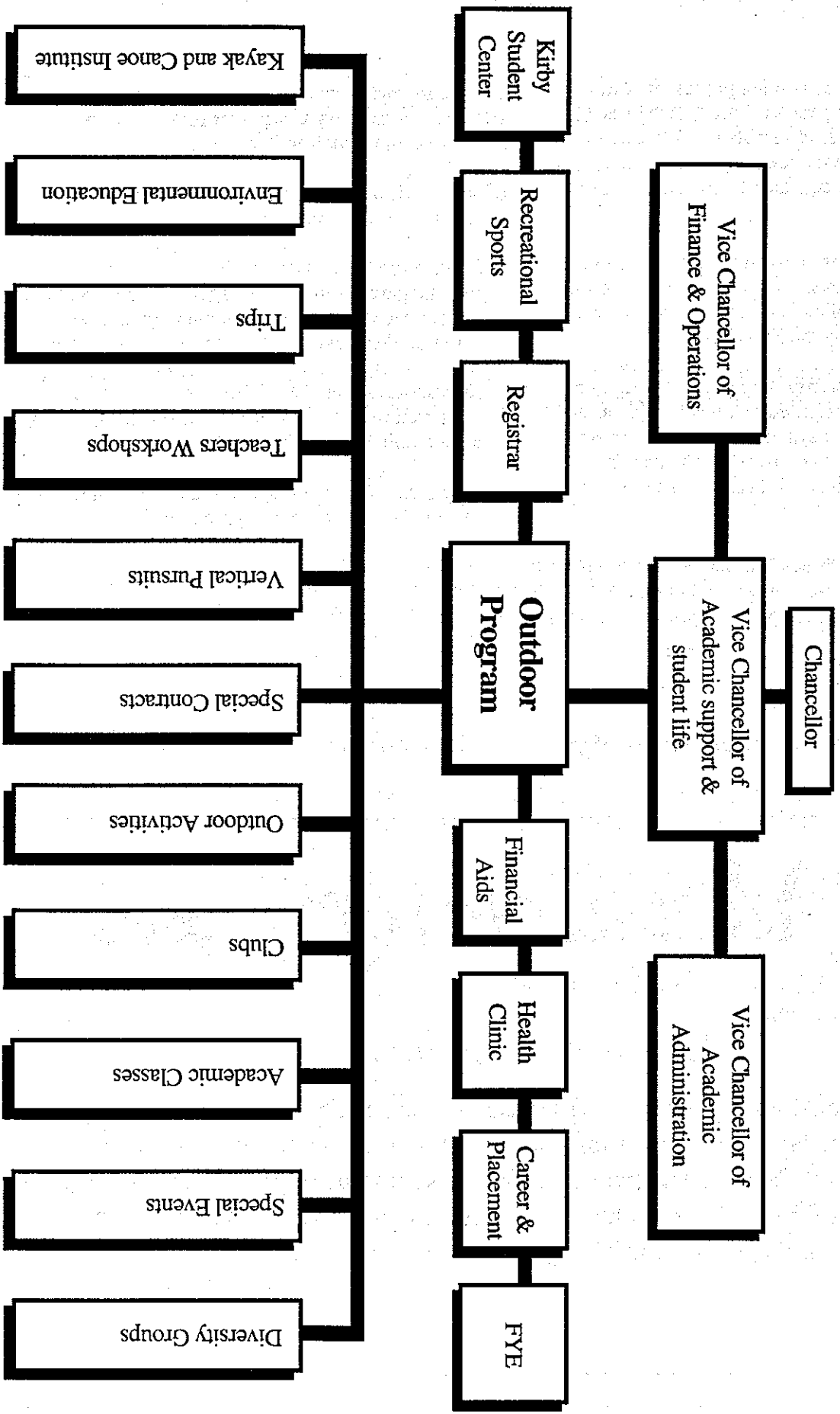
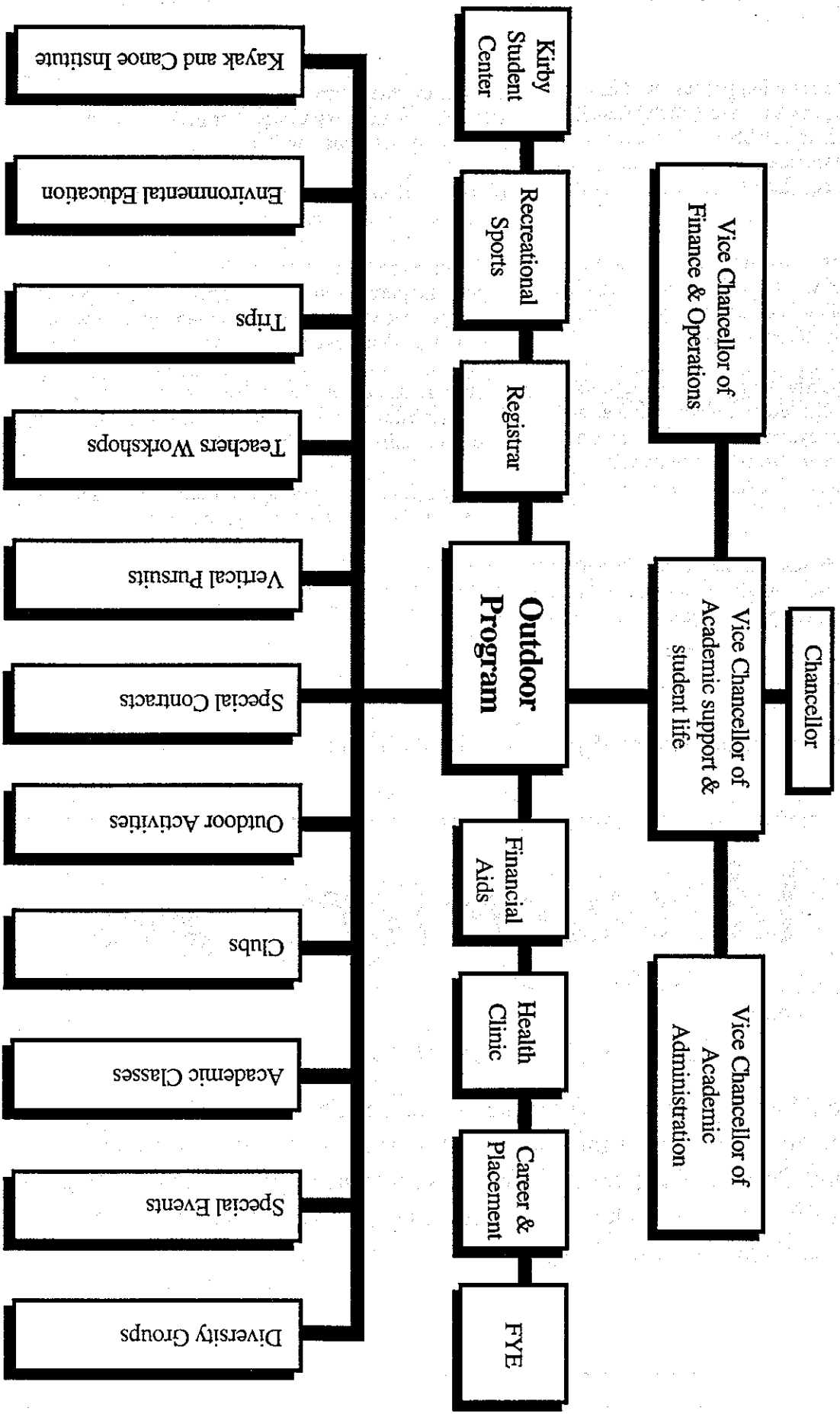


# Administrative Hierarchy of the UMD Outdoor Program



# Administrative Hierarchy of the UMD Outdoor Program



### Criteria for Presenting your Projects

Use this format whether you are presenting an update or your final presentation.

A) Use audio-visual aids (or any other technology) to make your message the strongest.  
(POWERPOINT, hand outs, overheads, slides, maps, etc.)

B) Presentation:

1. 1 person at the podium at a time.
2. Introduce yourself  
    group members  
    Your topic.
3. Introduce your topic
4. Identify the issue.
5. Explain what has been done by your group to investigate the topic.
6. Present the topic/issue itself.  
    What is the issue and what are the opposing sides to it?
7. Conclude - what you covered today
  - Where you intend to go next in your project from what you have presented today.
  - Present you recommendations for change.

C) Professional expectations

1. Know your material. You must know what you are talking about.
2. Present your material in an organized manner - using the best technology available.  
Remember, you want to make your message as powerful as possible. That is accomplished by the organization and presentation of you material - not by how strong your convictions are.
3. Present yourself professionally
  - a. Speak clearly and articulately
  - b. Dress professionally - dress as you would for a very important interview.
4. Identify your sources.  
    Present them in APA format:

Mooers, H. (1999) How to present an environmental issue. *Journal of Environmental Issues. Vol. 1, No. 1. Pp 2-5.* Duluth.

D. For updates, present in 20 minutes with 5 minutes for questions  
For Final presentation, present in 50-55 minutes with 10 minutes for questions.

Finally, you have some great ideas! Now we want you to get them across so that you are heard!!