CWBB Project Checklist

Topic: _____

Group Members: _____

Getting Started

❑ our group members have exchanged phone numbers and e-mail addresses

❑ we present in class on: _____

❑ we have checked with both our parents and our electives teachers and made sure that we have no conflicts that would keep us out of class on the day we're scheduled to present

Gathering Your Research

❑ we have downloaded the GoogleDocs **CWBB Works Cited** template from mrcushing.net, and are using it to keep a running record of all the websites that we're using for our resrarch

❑ all of our group members have access to our Works Cited page

❑ we have located a minimum of **three** sources of information on our topic

Producing Your Computer Presentation

❑ we have decided to make our computer presentation using _____ (software); if using something other than **GoogleSlides**, please see Mr. Cushing

❑ our presentation is precisely **SEVEN** **slides** in length; **no fewer**, **no more**

❑ our presentation uses the exact format shown on the chart on the back of this page

❑ we have large **graphics, and text on _every_ slide** of our presentation (except the last one)

❑ our presentation is bold and colorful, and the aesthetics compliment our topic

Constructing Your Mini-Poster

❑ our mini-poster is **_exactly_ 18 x 24 inches**, and is oriented **_vertically_**

❑ our mini-poster is the **same info** as our computer presentation, just physically reorganized

❑ our poster is professional looking, not shoddy in appearance (no cardboard, visible tape, etc.!)

❑ the names of all our group members and printed on the _back_ of the mini-poster

❑ we know that our mini-poster is not part of our in-class presentation; it's for display in the hall

Organizing Your Computer Presentation & Mini-Poster

❑ our presentation uses the following organizational structure …

	Tech. Strand	People Strand	Govt. Strand
Slide 1	Title of Presentation & Team Members	Title of Presentation & Team Members	Title of Presentation & Team Members
Slide 2	the physical features & appearance of the technology	name of the group; their physical appearance, how many there were	the name of the legislation or decision made by the government
Slide 3	how the technology functioned	some specific people who belonged to this group	the reason or motivation thatresulted in the decision
Slide 4	who developed the technology	the beliefs and motivations of the group	how the decision was implemented or carried out
Slide 5	when & where the technology was put into use	the actions taken by this group of people	the reaction of the population to the decision
Slide 6	how the technology impacted the war	how the actions of the group impacted the war	how the actions of the govt. impacted the war
Slide 7	"The End"	"The End"	"The End"

Rehearsing Your Presentation

❑ our presentation doesn't have built-in audio, so we plan to read it out loud in class

❑ we have **rehearsed** our presentation _____ times

❑ we have **timed** our presentation to ensure that it falls between 3 minutes and 5 minutes

❑ we have actually test driven **our** presentation on the **CLASSROOM'S** computer

Final Touches

❑ we have printed out a **PAPER** copy of our Works Cited page

❑ we have ensured that our Works Cited is **MLA formatted** *

    * bibliographies that are not MLA formatted will not be accepted, and will prevent the group's entire project from being graded