

EEES 3900
Term Paper and Oral Presentation evaluation criteria

You all have an approved term paper topic and now you are assigned the tasks of (i) writing a term paper that describes your topic in detail and (ii) presenting an oral presentation about your topic to the class.

The Paper (30 points):

Your paper should be five pages long, stapled, double-spaced, 12 point Ariel or Times New Roman font. Additional page(s) (beyond the five pages of text) must contain a list of references (properly formatted as we discussed in class), which also will be incorporated into the text at the appropriate places (and also properly formatted). Every citation used in the text should be listed at the end, and vice versa. It's not always obvious when to provide a citation for a piece of information, but in general, specific data (numbers) and statements of fact that are not common knowledge should be accompanied by a citation.

I will use two major criteria in evaluating your paper:

(1) *quality of content* (20 points).

You must go beyond a general, superficial treatment of the subject. Challenge yourself. Dig into the primary literature, and defend any original ideas of your own. Avoid websites as references...go find the original information.

Since five pages is not much space (~1250 words), you must make every sentence count. Remember, **"one paragraph – one topic"**.

(2) *organization* (10 points).

The paper should be organized in a logical manner, and flow smoothly from one section to the next. This was the purpose of developing an outline. Use that outline to structure your paper.

Each section should have a **heading** that describes the general content of the section, and begin with a general statement before going into specifics and details. Examples should follow, and then a concluding sentence(s) that wraps up the information AND tells me why the information is important should conclude the paragraph.

Any arguments you present should be developed in a clear, logical sequence of ideas. I will place considerable weight on grammar and spelling, as these aspects of writing enhance your ability to communicate effectively, and will be taken seriously by the reader. For each misspelled word or gross grammar mistake (verb conjugation or tense errors, for example) I will deduct a point. Remember, your paper is worth 30 points, four spelling errors will take you down to the "B" level.

I encourage you to use figures if they help you to explain your topic. If you use figures, I will be looking to see that it is clear, labeled correctly, and is presented with a proper caption (all things we discussed throughout the semester).

Due dates: The paper is due in HARD COPY form on **November 13th**. No exceptions.

The Oral Presentation (30 points):

Each of you will present a brief oral report to the class during the interval **November 15th – December 8th**. Reports should be no less than 12 minutes and no more than 15 minutes in length, to allow time for discussion and the presentation of up to three student reports during a single class period. Please practice your presentations for time, as points will be deducted if your presentation time is outside of the assigned time-frame.

Reports will be on the subject of your written term paper topic and must be presented via powerpoint and graded according to the following criteria:

1. **Content** – Is it well researched or is the information superficial? (10 points)
2. **Organization** – Does it make a good general statement of the importance of the issue at the beginning, explain the pertinent background information, present relevant data/examples and end with meaningful conclusions? (8 points)
3. **Clarity and style** – Is the speaker articulate, are appropriate words used, is eye contact maintained? (8 points)
4. **Visual aids** – Are font sizes and colors appropriate and easy to see in the classroom? Are the figures appropriate and do they help for understanding the topic? (4 points)
5. **Time limits** – Stay within the assigned time-frame. (12 - 15 min)

We will be under a very tight schedule during this time period, so no make-ups will be allowed.