

**Oral History Power Point Presentation Guidelines  
&  
Evaluation Matrix**

**35 points**

Oral presentations begin the week of April 24<sup>th</sup>. It is your responsibility to check the master calendar for the date of your presentation. (If you are ill, then the calendar indicates the only makeup date available for that particular week.) Prior to the presentation a PowerPoint component is due via email attachment to Mrs. Lerch. This is to be sent no later than 2 days before your presentation. You will be deducted 10% for each day the slides are late. (I need time to set up each day's presentations, so they can be projected on the big screen and cannot take class time away from your presentation to do this.) Also, on the day of your presentation, please hand in a paper copy of your slides (5 of the 35 points). This will be returned to you with your grade on it. Each class will also evaluate your presentation and turn in a sheet to me and I will consider their comments when I score your presentation.

**What should be included in the oral presentation?**

- 3-4 PowerPoint slides
- Give information including rank, branch of service and war; consider using your "hook" from your essay as well.
- Include at least 2-3 anecdotal items from your transcript/essay that give good information about the interviewee's wartime service and/or personality (e.g. what do you want others to know about this person that is special?) How does this individual's activities connect to significant wartime events?
- In your conclusion, consider how their story might add to published histories about specific wartime events and/or what words of wisdom they can pass on to other generations.

**Criteria:**

Your presentation (30 points) will be judged according to the following criteria: (10 points each area). Also review evaluation sheet to be sure your presentation is carefully assembled and presented.

- **Delivery** of oral presentation (well-paced, easy to follow, good eye-contact, not reading slides or essay, etc.)
- Logical **organization** (chronological) of information, as well as interesting & informative **content** based on anecdotal information
- **Well-designed** slides (may include photos of interviewee, wartime documents, maps, short direct quotes, etc.), which are easy to read and convey the most interesting aspects of interviewee's story

(Remember, if other sources (other than interviewee's) are used, you must cite this at the end of the PowerPoint.)

## EVALUATION SHEET FOR ORAL PRESENTATIONS

**Student:** \_\_\_\_\_

**Interviewee/ war service or experience:** \_\_\_\_\_

**General notes from presentation:**

**What was the most interesting anecdote & what did you learn about the interviewee's experiences that were very informative?**

**What connections can be made with the interviewee's own experiences and the larger wartime events (D-Day, V-E Day, Gulf of Tonkin, etc.)?**

**Criteria Areas: Circle to rank from 1 (low) to 5 (high)**

<b>Delivery:</b>	<b>1</b> (hesitant)	<b>2</b>	<b>3</b> (okay)	<b>4</b>	<b>5</b> (outstanding)
<b>Organization</b>	<b>1</b> (out of order)	<b>2</b>	<b>3</b> (okay)	<b>4</b>	<b>5</b> (outstanding)
<b>Content</b>	<b>1</b> (no real substance)	<b>2</b>	<b>3</b> (okay)	<b>4</b>	<b>5</b> (very informative)
<b>Slides</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Quality</b>	(difficult to read)		(okay)		(visually outstanding)

**Additional comments:**

**Your name:** \_\_\_\_\_ **Per.** \_\_\_\_\_ **Date:** \_\_\_\_\_