

**Instructors:**

Steve DeBroux, PhD

**Office Hours:** (Feldman 120, 215-489-2332) [Steven.DeBroux@delval.edu](mailto:Steven.DeBroux@delval.edu)

Tues. 1:40-2:55; Wed. 10:50-12:05 and 3:05-4:20; Thurs. 1:40-2:55; Fri. 10:50-12:05

Douglas Linde, PhD

**Office Hours:** (Feldman 116, 215-489-2260) [Douglas.Linde@delval.edu](mailto:Douglas.Linde@delval.edu)

M 11-12, 1:40-2:55, W 12:15-1:30, TH 9:30-10:40 and 1:40-3:00

**Institutional Outcomes:**

Interpersonal skills, Organizational/Leadership skills, Information/Computer literacy,  
Science/Environmental awareness

**Program Outcomes:**

Effective communication, Computer & information literacy, Plant science & ecological awareness

**Course Competencies:**

Upon completion of this course, students will be able to:

1. Develop, organize, and deliver a professional presentation
2. Better understand current Crop, Turf, and Environmental Science topics, internships, and careers

Class webpage @ [http://delval.edu/cms/index.php/delval/departments\\_sn/agronomy/C1187/](http://delval.edu/cms/index.php/delval/departments_sn/agronomy/C1187/)

(or goto Dr. DeBroux or Dr. Linde Faculty pages at the Agronomy Dept site)

**Audience Requirements:** (all students not making a presentation this semester)

Grading will be based on attendance and presentation summaries

## Required attendance

- Each student must sign-in for attendance at each seminar
- Only excused absences from the VP of Academic Affairs will be accepted
- 1 missed class = final grade lowered by ½ letter grade (5%)
- 2 missed classes = final grade lowered by 1 full letter grade (10%)
- 3 or more missed classes = FA Failure due to Absence

NOTE: Student may only petition VPAA for absence due to illness > 3 consecutive days

Submit 4 summaries for 4 seminar presentations (4 x 30 pts each = 120 pts)

- 2 summaries are due by March 3 and 2 summaries are due by May 5
- Summaries must be of presentations you attended
- Summary must
  - Be typed & double-spaced (5 pts)
  - Be 100-200 words in length (5)
  - Include presenter's full name and title (5)
  - Summarize the presentation (5)
  - Be written using complete sentences (5)
  - Be free of spelling and grammatical errors (5)
  - Late submissions will lose 1 letter grade for every business day late
  - Academic dishonesty: 1<sup>st</sup> offense = Zero on assignment. 2<sup>nd</sup> offense = fail course.

**Speaker Requirements:**

Sign-up for a time slot on first day of class

Submit topic by second class (Feb 4) {Topic cannot only cover basic info taught in classes}

Submit presentation outline at least **2 weeks** before giving presentation

Grading will be based on the attached Grade Sheet

*Advice:* Have a back-up plan in case you have technical difficulties. Give yourself enough time

(days) so that you can solve any technical difficulties (burning, saving, etc.) The show must go on!

# Speaker Evaluation and Grade Sheet

Speaker Name \_\_\_\_\_

Evaluator: \_\_\_\_\_

Possible Points      Earned Points

Outline submitted to instructors at least 1 week before presentation      10      \_\_\_\_\_

Material was presented at a technical level suitable for the audience      10      \_\_\_\_\_

Speaker was well-prepared and organized      15      \_\_\_\_\_

Gained audience attention at beginning      15      \_\_\_\_\_

Previewed the body of speech at beginning      5      \_\_\_\_\_

Presentation had a logical organization      10      \_\_\_\_\_

A clear conclusion or summary was given at end      15      \_\_\_\_\_

## Visual Aids

Visual aids were clear & easy to read and understand      10      \_\_\_\_\_

Visual aids were free of spelling/grammatical errors      5      \_\_\_\_\_

Visual aids had a consistent color scheme and style      5      \_\_\_\_\_

Every visual aid had a purpose      5      \_\_\_\_\_

## Delivery

Presentation lasted 20-25 minutes      30      \_\_\_\_\_

Professional appearance, language, and behavior      5      \_\_\_\_\_

Adequate eye contact with audience (NOT reading from notes)      10      \_\_\_\_\_

Total      150      \_\_\_\_\_

## Non-graded feedback \_\_\_\_\_

Delivery was spontaneous and enthusiastic

Appropriate speech rate

Speech was clear

Any annoying mannerisms