

MGMT 345 Topic Project Presentation Guidelines

April 25/26 – Groups 1-5

May 2/3 – Groups 6-9

- **Each group will have 2 minutes to setup**
- **Each presentation will have a 10-minute time limit**
- **After each presentation, there will be a 2-minute question & answer**
- **At the beginning of the presentation, you must introduce each of the group members**
- **Each member of the group must be responsible for a portion of the presentation**
- **Upon completion of the presentation and Q&A, each member will be given a group evaluation form on which the members will rate the contribution of the other members of the group to the presentation and the topic project**
- **Groups which miss their assigned date for giving their presentation will not be given an opportunity to make up the presentation unless the absence is excused in advance.**