**Guide for Team Presentation**

Each group will be given **4 minutes** for the presentation. Groups will be given a warning bell at 3 minutes and then the finish time at 4 minutes.

Within your presentation please include:

1. An outline of all the service activities your members have completed in 2020(1 slide)

2. Details about **one** of your service activities (4 slides approximately).

3. The details about the selected activity need to include:

* team goal/s for the selected service activity;
* how the team planned and organised the service activity;
* who was included in the planning and on the actual day the service activity occurred;
* the overall result of the service activity including funds raised (if relevant);
* what team members gained from planning and doing the service activity;
* the challenges the team faced;
* ideas about any changes the team would make when doing a similar activity in the future;

**Criteria for awarding the Interact and Earlyact trophies**

*The Presentation includes:*

1. an outline of all service activities carried out in 2020;

2. goals for the selected service activity;

3. people involved in the planning and doing of the selected activity;

4. the overall result of the service activity;

5. what members gained from the service activity;

6. the challenges the team faced;

7. ideas for changes that would be made when doing a similar activity in the future;

8. illustrations and/or photographs appropriate to your presentation;

9. answering questions from the audience (where relevant).

*Presenters show:*

1. appropriate volume, tone and speed of speech to help the audience understand your projects

2. effective eye contact and interaction with members of the audience

3. ability to keep presentation timely and within 4 minutes