Amy Zeh Service-Learning Student Showcase
Criteria for Presentation Submissions

Purpose

The purpose of this showcase to help students:

- Synthesize course content, service experience, and community impact
- Practice professional presentations
- Reflect about what they learned through their service-learning experience

Task

Participants create a professional presentation discussing their service-learning activities, the steps taken, and the community impact made. This can be done in a PowerPoint and recorded presentation.

- Record a narration of the information about your project
  - Save and submit an audio/video file
  - Include refection and civic responsibility

- As an added option. You can Create a professional Poster of your project. This is NOT Required.
  - Suggested use PowerPoint
  - Save and submit as a PDF

Criteria for Success

A recorded presentation is required. The poster is optional.

How to Create the Presentation

- Create an audio or video file with the elevator pitch about the project based on the poster
  - This should be 2 to 5 minutes long
  - Write a script of what you want to say and practice it before recording
  - It is recommended to use the narrated PowerPoint function, but not required
  - Save your file as MP4 using the Export tab

- Optionally: In addition to your video, create a poster about the service-learning project
  - An effective poster is a visual communications tool
  - It is recommended that the linked PowerPoint poster template be used
  - Save the poster as a PDF for submission

What to Include

- Suggested Sections
  - **Abstract:** Summary of the service-learning project; highlight activities and community partners
  - **Course Connection:** What did you learn in class that connects?
  - **Community Impact:** What changed as a result of you project?
  - **Reflection:** Briefly indicate what you learned
  - **Acknowledgments:** List of people/places to thank
  - **References:** Citations
- Suggestions for audio/video recording
  - Briefly describe what you did with your project
  - Spend a significant time describing what your learned
  - Use music. It will add an emotional connection to your project
  - If you have a group submission it is suggested at all members have a speaking part

Judging Criteria
(make sure you cover these points on your poster)

Category	Description	Questions to ask yourself
Presentation Design Elements:	Clarity, organization, references, impact, intellectual stimulation, interest, and creativity	Does my poster look professional? Is it well organized and easy to follow? Have I used too many words or small fonts? Is my poster aesthetically pleasing? Have I included *images, charts, and/or graphics*? Have I included your properly formatted references (intext citations, reference list, and to cite images)? Do my references represent a wide range of quality and trusted information? Would including *music* help my audio/video presentation?
Pedagogical Value:	Apparent pedagogical value of the project; the degree to which the project is clearly integrated into the course or advances the course objectives.	How were the objectives from my syllabus connected to my project? Did I state this on my poster? How did my project relate to my course? What concepts did we discuss or read in class that apply to the social issue addressed by my project?
Community Impact:	Value of the project to the agency or to the larger community	How well did I explain my community impact? Did I include the number of people (or animals, or trees, etc.) impacted by my project? Why did the community want this project to be completed? What capacity did it help them build? Why was this project important?
Reflectivity:	Clearly articulate what was learned and how that learning will inform their future relationships in the community. *Intentional reflection must take place in order to thoughtfully connect the service-learning experience with the assigned coursework—reflection is what transforms experiences into learning.*	Did I include an example or explanation of my/our self-reflections? What evidence is there of structured reflection? How did my involvement in the project foster my sense of civic responsibility? Am I better citizen as a result of this Service-Learning project? If so, How?

Finishing Touch Guidelines Before Submission

- Before submitting your video, **watch it** in its entirety to make sure there are no glitches or technical issues
- Quantify achievements and activities whenever possible
- Add citations when required to avoid plagiarism. APA Suggested.
    - This may be added on your page as text or a uploaded document. Its does not need to be included in the video.
- Remains consistent with color, font, and branding throughout the presentation
- Remember this is about learning. No one expects your project, poster, or presentation to be perfect. We are here to celebrate your accomplishments! Have some fun with this!
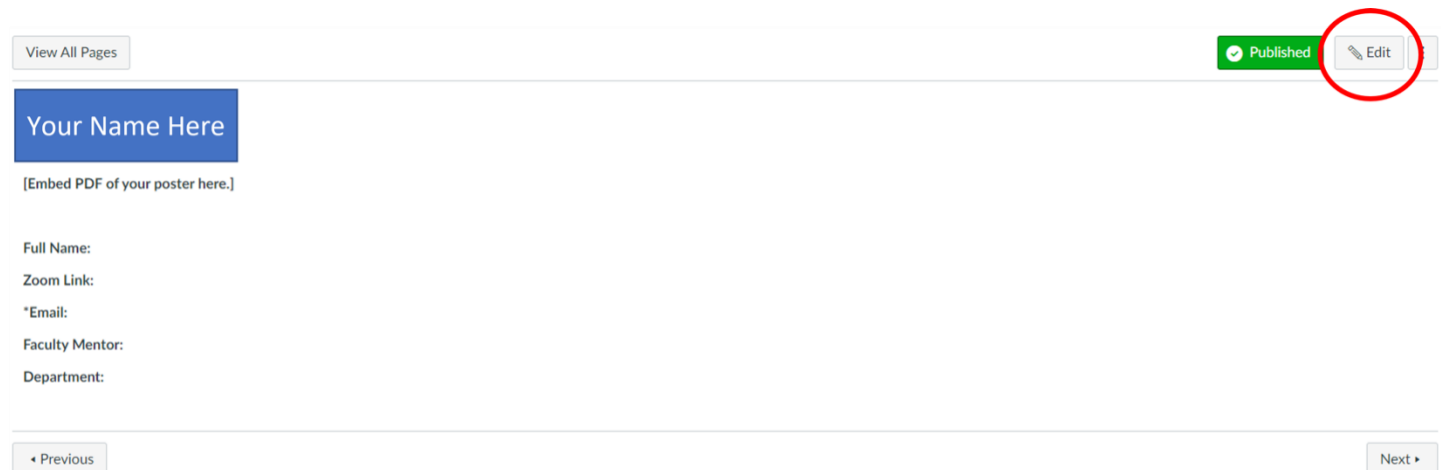
How to Submit

You will post your submission on the Amy Zeh Service-Learning Student Showcase Canvas Instructure course.

- To make the event accessible to community partners and others outside of UCF, the event will be accessed through a Canvas Instructure course (not UCF Webcourses).
- Please self-enroll in the course. The link will be posted on this page
  URL: https://academicsuccess.ucf.edu/explearning/students/service-learning/
- **(Note: If you enroll in the course before it is published, you will not be able to see it on your dashboard)**

Presentation Page

Find your Service-Learning Project page by opening the "Modules" tab in the righthand menu and clicking on the page with your project title.

It will look like this:
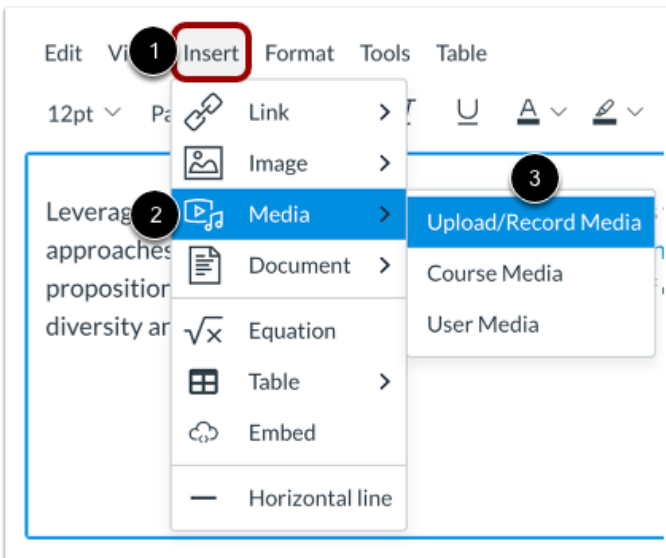

Set up your page

1. Hit the "Edit" button in the top-left of your page
2. Upload & Embed Your Video and (optional) Poster as a PDF on this page
   - Follow this step-by-step guide to upload your poster to your page as a PDF.

   - We require all participants to load their posters as PDF files so that the posters are accessible and can be read by screen-readers. If you have trouble with the below instructions, please reach out to our office for additional support.

3. Right-click on the link in your page and select "Link Options" then "Preview inline" and make sure the "Expand preview by default" box is checked.
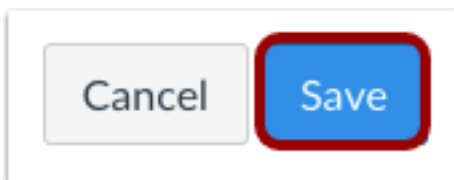
Display Options

◯ Preview in overlay

● Preview inline

☑ Expand preview by Default

4. [Follow this guide at this link to upload your video or audio file to the page.](#)

○ Please check that your file works.

5. Add your name and group members full names (if applicable), the course name (including prefix and number), and the faculty member's name to the bottom of your page.
6. Feel free to add additional relevant recourses. Judges like to see the Syllabus for your course. It's recommended to include this as a PDF. You might include you citations or logos for your service site.
7. Click the save button after the page is fully updated.

Awards

Judges will review presentations during the last week of classes. Your page must be update by the given deadline.

For Group Presentations

- You will need to know the correct spelling of each group members name, their UCF ID number (7 digit), and the name of your group/team
- All correspondence will go to the person who submitted the application
- Any award will be shared equally by listed members of the group who are eligible to receive an award

Questions

If you have *any* questions or comments, please contact Dr. Haley Winston the Assistant Director from Experiential Learning.

I love to assist students so please reach out!

How to address me: Dr. Winston
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Amy Zeh
Service Learning
Student
Showcase