

BIOLOGY 100B

Organism Presentation

Due Dates:

1. **Organism Choice:** submit an ordered list of 5 species you would like to learn more about (choice 1 is the one you most want) on _____.
2. **Written Part & Oral Presentation:** hand-in written part and make oral presentation in lab on _____.

Assignment:

Students will each research and present a written and oral report on a favorite organism. At the beginning of the semester, students will submit an ordered list of 5 organisms they would like to learn more about. I will then assign a specific organism that you will learn about—writing a written summary and presenting the information orally at the end of the semester to your lab section.

Written Part:

For the written part of your assignment, you will write a short paper (1-2 pages) on the organism and include the following information:

1. scientific name (Genus species)
2. common name
3. family
4. biological description (morphology, reproduction, feeding ecology, behavior...)
5. habitat
6. range (geographic distribution)
7. natural history comments
8. references (at least 2—use referencing format as presented in the appendix in the Symbiosis Lab Manual)
9. drawing and/or photo of organism

Oral Presentation:

For your oral presentation you will summarize the information presented in your written assignment. You are welcome to use visual aids (specimen samples, powerpoint, slides, overheads, posters, chalkboard...), but it is not required. Please let your instructor know in advance what equipment you will need to present your talk. For your presentation, you should introduce your organism and then share interesting facts about it and then finish with some sort of conclusion/summary. In all, your presentation should take 4 minutes. The purpose of the oral presentation is to give you the opportunity to present information in front of a group in an engaging, clear manner. This also provides other students the opportunity to learn about the diversity of organisms.

Making Oral Presentations

PREPARATION

- Prepare talk like you would a written report, clearly presenting the objective of the talk and the main points you will be making.
- Select a topic and a clear purpose of presenting the topic.
 - Inform/teach
 - Persuade/convince
- Prepare a talk outline by:
 - Organize your ideas into main points
 - Create an outline of your talk that includes the following:
 - Introduction—create interest in topic, reveal topic
 - Main points
 - Conclusion—summarizes main points and suggests implications/actions/take home message for audience
- Often, talks have the following format:
 - Tell the audience what your are going to tell them
 - Tell them in detail
 - At the end, tell them what you told them
- Practice
 - To minimize nerves and to increase the effectiveness of your presentation, rehearse your talk.
 - Plan a talk that runs a bit short, so that you do not get crunched for time
 - If you are presenting slides/overheads/powerpoint pages, a rough estimate for time per slide is 2 minutes

DELIVERY

- Know your audience and keep them in mind as you present your talk
- Speak clearly and naturally
- Do not read verbatim from a script, but note cards are ok to have for quick reference
- Pause at key points
- Look at the audience
- Do not obscure your visual aids (e.g. standing in front of the screen)
- Leave time for questions/comments