

The Reflective Process Of Group Presentations

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Introduction

The key focus of this process is on the identification and assessment of the approaches utilized in making group presentations perfect. There are five ideologies of strategic assessment questions and these include effectiveness, sustainability, efficiency, impact, and relevance. Concerning this, the following questions involve the advancement and improvement of group presentations: What were the positive and negative aspects of the presentation experience? Why were the aspects negative or positive? What did the experience teach you, and would you perform it differently if given another chance to present? By being guided by these questions and answering them, Mark and Spence can deal with the problems of the experience and how to better the required skills for presenting perfectly.

Identification And Assessment Of Presentation By Marks And Spencer

Evaluation or assessment engages the noting down if a presentation is done at the required time and in the correct way (skzarif 2017). Assessment consists of philosophies for determining the value, appraisal, judging, and quality of a project to assist in coming up with the right choices or conclusions. Concerning this, the importance is to what extent the goals of a development intervention can be relied on hand to hand with the needs of the beneficiaries', sponsor's and partner's regulations. Effectiveness involves doing the right thing, not forgetting the time factor, whereas efficiency is doing things in the right way. It includes maximum use of resources with little wastage (Pathak 2014). Sustainability entails fulfilling the requirements without compromising the ability of future generations to fulfill their needs. The impact can either be positive or negative, direct or indirect ("10 Common Presentation Mistakes," 2017).

Positive Experiences

The audience cheerfully and actively participated, rendering positive comments to the presenters. This was an effective system of communication that enabled the audibility of the presenters.

Negative Experiences

Negative experiences include the audience losing concentration due to up and down movements inside and outside the building, inaudibility of the presenters due to poor sound systems making students doze off, the venue was poorly arranged without a central point to present from, and running out of time before completing the presentation.

Why Was It Positive/Negative (Skzarif 2017)?

Causes Of A Successful Presentation

A presentation becomes interesting through the use of stories, maintaining eye contact with the audience, asking questions and answering questions asked by the audience. Keeping slides well organized and brief but precise, using subheadings, bullets, and numbering also contributed to a successful presentation. Rehearsal before the presentation and the use of well-researched work also played a major role in ensuring success.

Causes Of A Poor Presentation

The following errors brought about poor presentation (Emden & Becke 2016)

Inadequate Preparation

The two were not well equipped for the entire and were nervous the entire time of the presentation due to irrelevant material that raised doubts and questions.

Not Familiarizing Yourself With The Venue And The Equipment

One common mistake is not familiarizing oneself with the materials to be used or even the venue for the presentation. Forgetting to check if the laptop has any problems and going to the presentation venue for the first time when presenting proves critical in the performance of presenters. The laptop had an unfixed mechanical issue, and this was very disturbing.

Ignoring Your Audience

Non-involvement of the audience by the presenters by just paying attention to their presentation and not paying attention to their audience led to poor presentation.

Using Inappropriate Content

Getting information that was not well researched and proven and utilizing it in your presentation made the audience not grasp what you were talking about, and this was a huge mistake.

Being Too Verbose

You lost the audience's attention due to very long and irrelevant explanations.

Using Ineffective Visuals

Poor quality graphics on your slides with irrelevant colors, fonts and animations led to poor quality of your presentation.

Overcrowding Text

Information was congested in the slides and yet poorly organized, making it difficult to differentiate the subunits, making the presenters confuse the outline, waste time, and be unable to distinguish between supporting information and key points.

Speaking Incoherently

Incorrect pronunciation and rushing to speak made the presentation nervous, resulting in a poor presentation.

Showing Lack Of Dynamism

Lacking words at some moments or freezing at the same spot reduces the attentiveness of the audience.

Avoiding Eye Contact

Avoiding the audience's eyes by looking at the ceiling, floor, notes, at the slides on the screen displays a lack of confidence and leads to doubt by the audience, which results in a poor presentation.

Lessons Learned From The Situation That Can Be Improved Next Time

Mark and Spencer successfully managed to determine the planning, performance, completion skills and the skill of reporting following the right procedures accurately while at the same time avoiding mistakes such as inaudibility, grammar mistakes, incorrect use of language, and poorly organized work. Mark and Spencer also learned from personal experience that the essential tools necessary for developing and enhancing one's presentation include proper management of the stage, being confident, adequate rehearsal, coordination, and use of the right body language (Pathak, 2014). The two also learned that the next time they present, they should conduct thorough research to be able to tackle the questions that are raised by the audience and to promote efficient delivery (Sukitkanapor, 2013). About management of time, Mark and Spencer learned that for a group to manage time properly, the group must be well-prepared and take their ability to conduct the project into consideration, and the work that is to be presented must be well-researched and complete (sckzarif, 2017).

Conclusion

For most students, the presentation is a very difficult experience. For the results of the presentation to be successful, members of the group should make sure they plan properly for the project, the considerations, the performance, and complete information in reporting. After making sure all these are set, the group should be aware and have all the information when tackling a question asked by the audience. The group should play a part in managing the available time and be able to present within the stipulated time. To promote time management, the group should be straight to the point not giving room for irrelevant information. The group should have a well-organized report to prevent possible confusion which will lead to poor presentation.

References

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