**Group Symposium Assignment Sheet**

Groups will choose a local nonprofit to reach out to and find out one area of outreach which the organization is trying to expand or improve. IE reaching a new demographic or communicating about a new cause or issue that the organization exists to solve. Once the group has come to an understanding of the issue by talking with the organization, they will conduct secondary research to figure out possible solutions and develop a strategic plan to present at the symposium. It is up to the group to determine if they wish to share the plan with the organization. For the sake of the assignment the main goal here is to learn about advocacy groups in the community. Since this is a group project some parts of the assignment will be graded on as a group and other parts will be graded on in an individualized way.

The assignment is worth 150 points to each individual. Below will detail which parts of the assignment are graded for the individual and which parts are graded as a group. Each person in the group is expected to speak an equal amount of time. The presentation is expected to be between 20-25 minutes.

**Group Points (50 pts)**

There are five distinct areas of group points that should have one person acting as a lead but each should be reviewed by all team members prior to submission to ensure quality.

Nonprofit interview transcript: 10pts

* Not every person in the group is expected to be a part of the interview, but a transcript needs to be provided to show you did interview a nonprofit.

PowerPoint aesthetics: 10pts

* You will need a PowerPoint presentation where you have seamless transitions between speakers and points. Make sure there are no typos and everything loads correctly.

Presentation outline: 10pts

* You will turn in a speaking out line that clearly details each person’s speaking responsibilities and cites all of the sources used in the speech.

Group meeting notes: 10pts

* One person in the group will need to take meeting notes and submit those notes at the completion of the project to show the group met in person (or online) and determined work responsibilities etc.

Research briefs: 10pts

* Notes regarding the research conducted by the team that shows how the group will be using the research to form a strategic plan.

**Individual Points (100 pts)**

Group Evaluations: 10pts

* Ten points of your assignment will be an aggregate of points assigned by your group mates based on your overall work ethic and participation.

Speaking Evaluation: 90pts

* A bulk of the points for this assignment will be based on the quality of your presentation following the same presentation outline as the TEDx style speech.

**Presentation Outline**

The presentation can be broken down into five distinct parts (one for each person in the group).

**Part One: Organization**

* What is the organization?
	+ Background
	+ Goals
* Why was this organization chosen?

**Part Two: The Problem**

* What is the problem?
* Has the organization tried to solve it before?
	+ If so, what did they try?
	+ If not, why not?
* Why does the problem need to be solved?

**Part Three: The Research**

* What research has the team conducted?
* Why was the research path chosen?
* What research may be missing/what information is needed to generate a solution?

**Part Four: The Strategy**

* How was the strategy developed?
* Why is this strategy best?
* What is the strategy?
	+ Step-by-step explanation

**Part Five: The Implementation**

* How is the strategy going to be implemented?
* Who are the actors needed to ensure successful implementation?
* What is the timeline for implementation?
* What metrics should be used to measure successful implementation?