

Unit 9 Assignment: Communication Through Oral Delivery of a Presentation

This Assignment will assess your knowledge based on the following outcomes:

GEL-1.3: Demonstrate college-level communication through the oral delivery of original materials in Standard English.

GEL-6.05: Adapt research skills to discover and sort relevant sources to complete tasks.

Assignment: Prepare a Microsoft® PowerPoint (or similar resource) to accompany your voice over presentation.

There are numerous career options available for business and finance students. It is useful to know the expected salaries and projected job demand and other parameters relevant to the industry.

In this Assignment, you will learn more about the career of interest to you, by presenting your findings to your instructor and prospective students. This Assignment will help you to develop skills necessary for career development and job performance. Given the outcome of your research of career choices, you will demonstrate college-level communication through the process of oral delivery to present your findings. Use PowerPoint (or similar resource) to create your presentation.

Through the use of electronic libraries/databases, you will present career opportunities in your field to educate yourself and potential students. You will write about your chosen career options using a sustained view point and purpose. You will narrate your slides with clear annunciation, and academic-professional tone with minimal back ground interference. You must compose your Assignment in original materials in Standard English to demonstrate college-level communication. Use this information to then prepare, organize, and present a PowerPoint presentation. Follow these Instructions on how to provide [voice over/oral communication to a PowerPoint presentation](#). For assistance in your search of career opportunities, use the Library and specific keyword searches to assist in your collection of data.

Assignment Checklist:

- A. A minimum of 11 slides to supplement your oral presentation is required. The PowerPoint (or similar resource) presentation, based upon research regarding your chosen career, is to include:
 1. Title slide
 2. The job description
 3. Explanation of the skill set needed to perform the job
 4. The demand for the job
 5. Salary projections for the chosen career field
 6. Explain how your current qualifications match up to the skills needed
 7. Explain the websites you have visited and what you learned from each
 8. Use in text citations where appropriate on your note slides.
 9. Use APA 6th edition formatting and citation style for your reference slide and cite at least three search references. Review the APA formats found in Writing Resources accessed through the Academic Success Center within the Academic Tools area of the course.
- B. Respond to each area in a thorough manner, providing specific facts, figures, and skill sets matching the qualifications applicable to your chosen career.
- C. Demonstrate logical and appropriate transitions from one idea to another, including word choice and oral expressiveness while leading the audience to a dynamic and supported conclusion.
- D. Your presentation should be highly ordered, logical, and unified, and demonstrate original thought.

E. Oral presentation skills required in your presentation:

1. Narration of your slides to have clear annunciation, academic-professional tone, with minimal back ground interference.
2. Communication is highly ordered, logical, and unified to include an introduction, main content, and conclusion.
3. Oral delivery techniques, including word choice and oral expressiveness, display exceptional content, organization, and style, while leading the audience to a dynamic and supported conclusion.

F. Address the critical elements listed above and in the grading rubric below to demonstrate your competence of the Unit 9 Assignment.

Directions for Submitting Your Assignment

Be sure to respond to the presentation requirements listed in the Assignment rubric below. Submit your presentation to the **Unit 9 Assignment Dropbox**. This Assignment is due by Tuesday, midnight ET.

Unit 9 Assignment: Communication Through Oral Delivery of a Presentation	Points Possibl	Points Earned
Content (50%) Responded to each item in the content area in a thorough manner, providing specific facts, figures, and skill sets matching the qualifications applicable to your chosen career. Demonstrated logical and appropriate transitions from one idea to another, including word choice and oral expressiveness while leading the audience to a dynamic and supported conclusion.		
Described in detail the career field.	5	
Described the need for further professional development.	5	
Discussed the demand for the job, skill set, salary projections, and job description. Explained how your current qualifications match up to the skills needed.	5	
Described in detail steps taken for research findings. • Explained the websites you have visited and what you have learned from each.	5	
Analysis and Critical thinking (30%)		
Work demonstrates synthesis of concepts, research, and experience.	4	
Work demonstrates the student's ability to tie current skill sets to job qualifications.	4	
Analysis exceeds basic comprehension to demonstrate higher order thinking.	4	
Presentation Proficiency (20%)		
Correct citations per APA 6th edition format; a minimum of three sources used to support the presentation are referenced. In text citations where appropriate on note slides.	2	

Unit 9 Assignment: Communication Through Oral Delivery of a Presentation	Points Possibl	Points Earned
Presentation sentence structure and content adhere to APA 6th edition format.	2	
Evaluate Oral Presentation Skills: • Narration of your slides to have clear annunciation, academic-professional tone, with minimal back ground interference. • Communication is highly ordered, logical and unified to include an introduction, main content and conclusion. • Oral delivery techniques, including word choice and oral expressiveness, display exceptional content, organization, and style, while leading the audience to a dynamic and supported conclusion.	2	
Minimum 11-slide requirement met, including: • Title slide • Assignment Content • Reference Slide	2	
Total	40	