Case Presentation Assignment

Case presentations will have two requirements:
- **Presentation** – due the day you are assigned to present
- **Summary Notes** – <u>due the night before</u> the assigned presentation date

Teaching Case Presentations (6%)

Each team will lead a discussion of a case. Your team should make the following assumptions:

a) No one else in the room has read the case
b) Assume you are addressing coworkers in a staff meeting about the topic
c) Your job is to 'educate' your coworkers about the topic
d) You have 10 - 15 minutes to cover your topic, followed by an open 5 - 10 minutes of QA.
e) Review of the case's key points is essential to bringing everyone up to speed
f) You should also use this opportunity to 'educate' about the topic and how it relates to materials pertinent to the class
g) Bring into the discussion current articles from leading business papers/magazines/web sites
h) Relate to your job/employer/past experience if applicable
i) **All team members need to lead a portion of the discussion**

Suggestions to include or discuss as part of your presentation: (you don't need to do all)
a) What new knowledge about IT or IT project management was learned from the case?
b) How does the case impact IT project mgt or IT in general?
c) How may the case relate to IT in your current or previous firm?
d) Recommendations you would make, or key observations

I will also provide some specific questions for your team to address concerning the specific case being presented.

Teaching Case Summary Materials (4%)

Each team should also prepare a set of materials that re-enforces KEY concepts from your presentation. These materials may NOT be copies of your slides, but **<u>a one to two page key "Take-Aways" from your topic/presentation</u>**. You may provide the class your PowerPoint's as a supplement, but the PowerPoint's do not satisfy this requirement. These key points may be used on a test. Upload to Entropy.