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| **PARTNER X**  Name: | **PARTNER Y**  Name: | **PARTNER Z**  Name: |
| **Planning:**   * Put forward an issue in **professional development** * Pick **1 reading** in the media about your professional skill * Prepare **notes** on your point and reading for sharing with the group * Summarise your **points for discussion** with your group * One point for the **reflective diary** | **Planning:**   * Put forward an issue for **professional development** * Pick 1 **reading** from a journal article/book on your topic * Prepare **notes** on your point and reading for sharing with the group * Summarise your **points for discussion** with your group * One point for **reflective diary** | **Planning:**   * Put forward an issue for **professional development** * Pick 1 **reading** from a blog on your topic * Prepare **notes** on your point and reading for sharing with the group * Summarise your **points for discussion** with your group * One point for **reflective diary** |
| **Pointers for Discussion:**   * Group brings together their individual points and pieces of evidence for discussing * Altogether decide on which theory/theories the group will be using for their presentation (you can use more than one) * Think of creative ways to present your ideas of **how these theories can help critique/improve/evaluate your professional practice** | | |
| **Designing:**   * Choose **two images** to complement points * Select **PowerPoint template** for the group * Editing for **layout to avoid** cognitive overload (does it look good) * Organise your **references** for your articles on the last slide * One point for **reflective diary** | **Designing:**   * Choose **two images** to complement points * Select **Font** for slides * Edit **slides for content** (does it read clear) * Organise your **references** for your articles on the last slide * One point for **reflective diary** | **Designing:**   * Choose **two** **images** to complement points * Select **Colour scheme** for slides * Edit **slides for references** (is it well cited) * Organise your **references** for your articles on the last slide * One point for **reflective diary** |
| **Pointers for Designing:**   * Meet and discuss your ideas collaboratively so that your creativity is innovative and seamless * Is your final look academically informed and professionally insightful? | | |
| **Rehearsal:**   * Select the slides you will be **talking about in the presentation** * **Animate** the points in the slide * In charge of the setting the date to rehearse * One point for **reflective diary** | **Rehearsal:**   * Select the slides you will be **talking about in the presentation** * **Time manage** the delivery of the presentation * In charge of booking the room for rehearsal (library room with AV equip) * One point for **reflective diary** | **Rehearsal:**   * Select the slides you will be **talking about in the presentation** * **Transition the slides** for the delivery of the presentation * In charge of organising/motivating the team to be there for rehearsal * One point for **reflective diary** |
| **Pointers for Rehearsal:**   * Preparation is key, be sure to run through the delivery at least once/twice with your partner(s) providing critical points for improvement * Identity the strong points in each other’s work and the points that can be improved | | |
| **Delivery:**   * Come up introductions of your **partnership** * Determine what type of **resource you can create** for your point * Be sure all members have **uploaded the Powerpoint on Moodle** before the presentation * One point for **reflective diary** | **Delivery:**   * Come up with **ice breakers for introducing topic** * Determine what type of **resource you can create** for your point * Be sure the team members complete this sheet, and are **aware of presentation time and dates** * One point for **reflective diary** | **Delivery:**   * Determine what type of **resource you can create** for your point * Organise any **print outs / collation** of resources for presentation day (e.g. **this sheet** and/or any other handouts) * One point for **reflective diary** |
| **Pointers for Delivery:**   * Has everyone contributed to the completion of this sheet & is it printed and ready for submission to markers? * Are all the presentations uploaded onto Moodle? * Prepare your points about reflecting on having done this type of group assessment for points below | | |