



Handout: 9239/03 Team project checklist

Presentation

1. Meet with your group:
 - Decide on your issue/question which must be local with global implications. Don't forget that your teacher can help with this.
 - Divide the issue/question into different perspectives.
 - Allocate perspectives between the team members.
 - Make your own notes of how well you contributed to the discussions during these sessions. This will be needed for your reflective paper later on.
2. Each team member:
 - Researches their own perspective
 - Proposes their own solution
 - Prepares and delivers their presentation – no longer than 8 minutes duration. It helps to get this done before the final team meetings.
3. The presentation must include:
 - **A clear definition of the issue and evidence of detailed and varied research.**
What does this mean? Make sure you define your specific issue well at the start of the presentation – set out your stall! Make sure you undertake a lot of varied and good research sources; include references/citations correctly and provide a bibliography.
 - **A clear differentiation of their perspective from those of the rest of the team.**
What does this mean? e.g. 'our team issue is... my perspective is... the other members of the team covered...' Include a small amount of detail for each so that the examiner is sure you are all working on different perspectives.
 - **Logically structured and well-argued points with clear reasoning and well supported judgements.**
What does this mean? Are your sources logical or do they have flaws in their arguments that may weaken their conclusions etc. so select your sources wisely. Reason through your arguments systematically and in a logical way so that your dialogue is easy to follow and makes sense. Make judgements as you go along and show how your research supports your judgements. Don't forget, you are using your research to argue your perspective and to show that it is more persuasive than other perspectives.
 - **A conclusion based of your findings with an effective personal solution proposed.**
What does this mean? Conclude your findings as you would for a Component/Paper 02 Essay but also include a solution or series of solutions to your perspective. This/these should be as innovative/inventive as possible but certainly you should consider if they are workable – will they be effective?
 - **Good communication of your arguments through a creative and effective presentation.**
What does this mean? Engage with your audience – you are here to 'sell' your presentation, your ideas, thoughts and solutions to your issue etc. Be convincing, articulate and passionate about your specialist knowledge. Think about the visual aids you will use and if it's just PowerPoint, be inventive!

Reflective Paper

Meet together as a team again:

- Discuss all the different solutions the team have come up with individually.
- Now come to a group solution based on those discussions. This may be any combination of solutions or just one that covers everything.

On your own:

- Make your own notes on how well you contributed during these discussions.
- Incorporate your own notes from the very beginning of the Team Project.
- Write up your notes for the first part of the reflective paper.
- Make your own notes on how individual team member's solutions affected your thoughts and personal standpoint during these discussions.
- Finally make a note on how your findings and the team's findings have affected your thoughts about future research.
- Write up your notes for the second part of the reflective paper.