

**University of Maryland**  
**Department of Civil and Environmental Engineering**  
**ENCE 100 – Introduction to Civil and Environmental Engineering**

**Mid-Term Presentations – Guidance for Preparation**

This document will provide you and your team some guidelines for preparing your mid-term presentation. You should think in terms of giving a 5-7 minute presentation to the class, and also preparing a written document that addresses the questions below.

**Oral Presentation Should:**

- Allow about 2 minutes to summarize the issue that your team plans to research. Try to emphasize the engineering aspects of this issue and the reasons why the team found this issue interesting to study.
- Allow 1-2 minutes to review progress made to date:
  - Sources located (please be sure to read the class web page on credibility of web sites: see: <http://www.ence.umd.edu/~moglen/100/credibility.html>. I would prefer that you either use no web sites at all or use only web sites that are of good quality.)
  - Interviews (if done)
  - Documents/web pages produced
- Allow 1-2 minutes to discuss future directions for the group
  - Who will be doing what? (in terms of remaining research)
  - Who will be doing what? (in terms of preparing materials: oral presentation, written presentation, web page)
- Allow up to 1 minute for any additional information relevant to your progress
  - A particularly interesting finding?

**Written Document Should:**

- Include a written version of all of the above information from your oral presentation in a clear format of your choosing (e.g. “summary”, “progress to date”, “planned future directions”, “interesting findings”)
- Include a copy of your original proposal (modified if your group has refined its direction since the time the proposal was written)
- Be sure to include a web address where the group’s work will be presented (I still need this address for 6 of the 7 groups!). The group web page could, at a minimum, immediately have copies of both your proposal and progress reports posted.