

## Seed Grant Presentation Preparation Instructions

### REQUIRED PRESENTATION DETAILS:

1. Prepare a PowerPoint presentation, no larger than 9 megabytes, with three or four slides for a three to five minute presentation. The correct program name is: "HATS STEDTRAIN." Please ensure that it is spelled correctly in your presentation. You can download a presentation template using the following link.

<http://www.rhackett.net/HATS/SGPresentationTemplate.ppt>

2. We plan to post the presentations and videos on a public website and other public media. If this is a problem, then please inform Woody Williams and Dr. Baran.

3. The file name of your presentation must include proposal ID assigned by the website, the school name, and the teacher's last name. Your proposal ID is in the email invitation for the HATS STEDTRAIN Conference. That email also includes a link to your original proposal as a reference. Some example file names are shown below:

a. 000123ABCD\_HCT\_Bueoy.ppt

b. 000456WXYZ\_DiscoveryES\_Dean.pps

4. Email the presentation as an attachment to Dr. Mike Baran at [mfbaran@earthlink.net](mailto:mfbaran@earthlink.net) no later than noon, April 28, 2011. Your presentation can not be larger than 9Mb. You can call Dr. Baran to be sure he has received it. Dr. Baran will load all the presentations on his laptop to ensure that they will function for the presenter. As a backup, you may bring your presentation to the Conference on a USB thumb-drive or on a CD.

5. Your contact for this effort is:

Dr. Mike Baran, Ph.D

[mfbaran@earthlink.net](mailto:mfbaran@earthlink.net)

Phone: 256.842.5285

Cell: 256.656.5975

6. This required presentation is for the benefit of all involved, including the funds donors and teachers. Therefore, all Seed Grant recipients are required to attend the entire program and be available for questions and discussion. One of the objectives of the HATS STEDTRAIN Seed Grant program is to provide a means for all our Seed Grant recipients to share their experiences and findings for the ultimate benefit of the students.

"One of our main purposes in holding this meeting is to provide all our grant recipients the opportunity to share their work with one another and to pass the benefit of that exchange along to the students. These presentations are also in keeping with the HATS STEDTRAIN requirement for good stewardship of our benefactors' funding. To that end,

we invite our benefactors to attend the presentations so they can see for themselves what came of their generosity. In addition, we make every attempt to get as much publicity as possible for the teachers and their students, for STEDTRAIN, and for our benefactors, all for the furtherance of getting hands-on science and technology into area classrooms. And in today's rapidly changing world, our kids must be technology savvy if they (and we) are to meet tomorrow's technical challenges."

7. The Seed Grant lead teacher is responsible for the presentation. They are responsible for providing a knowledgeable alternative presenter if a legitimate conflict exist. The principal must ensure the presentation occurs.

8. We encourage you to bring hardware and/or kits used during the Seed Grant program and any existing tri-folds to the Conference and discuss them in your presentation. These items do not eliminate the requirement for a PowerPoint presentation from the lead teacher.

9. The presentation should cover at a minimum:

- a. Success of the project and how measured.
- b. Problems and their resolution.
- c. Future utilization of the project.
- d. Benefits to the students.
- e. Beneficial professional development activity, if any.