

Classroom Announcements

Purpose: Inform student about MPG

Preparation:

- Identify classes where you can capture the majority of the students in the target year you're looking at (e.g. all of the 2nd year computer / electrical / software engineers – this will vary depending on the programs that your school offers).
- Find out when those classes are held and who the professor is that is teaching. For a master list of engineering/computer science classes, contact the department or your student society.
- Contact the professor in advance to request permission to take 5 minutes before or after their class to promote MPG and the info session. Please be courteous as this is their class time.

Delivery:

- Practice beforehand what you will say, ideally in the room you will be presenting in with somebody at the back to make sure you can be heard. If possible get a microphone to help you be easily heard. Time yourself to make sure you are within about 5 minutes.
- Bring development boards programmed to illustrate its features (LED's Buzzers LCD etc).
- Optionally have handouts or a poster. If you've put posters up around campus consider bringing a copy to display during your presentation. This will help people identify the posters and remind them that the group exists.
- Politely enter the lecture 1-2 minutes prior to your announcement. If at the start of class, be early and introduce yourself to the professor when he/she arrives.
- Be as loud and confident as you can – no one likes to stand up in front of people! Breathe and speak slowly and look at the class – find friends or nice looking people to talk to as you are speaking.
- Follow the list of points to highlight and check them off as you go. Don't write a script that you read.
- Be prepared for questions at the end of the presentation but generally aim questions to be answered at the info session.

Information to Highlight:

- Who you are (e.g. from IEEE).
- What the blinking thing in your hand is.
- What MPG is: introduction to embedded systems, like the blinking LED board.
- FREE to attend with no commitment.
- Bursary opportunities.
- Soldering, circuit design, firmware, software and more.
- Hands-on experience direct from industry and great networking Canada-wide (ISCP).
- More details at the information session.
- Information session time, date and location.
- Email address for contact.

We're sure you'll do great! Good luck and have fun!