Pacific Northwest Engineering Student Design Conference

Local Old Guard Oral Presentation Competition

Rules and Procedures

Like all professionals, engineers must possess a well-developed ability to synthesize issues and communicate effectively to diverse audiences. To help develop these talents, the "Old Guard Oral Presentation Competition" is among the highlights of ASME's "E-Fest" (Engineering Festival) Conferences. This Competition is designed to emphasize the value of an ability to deliver clear, concise and effective oral Presentations, particularly pertaining to some sphere in which an engineer is or should be involved.

At our local Conference, in support of the ASME E-Fest Conferences, we will also be offering this opportunity, on a purely local basis. "ASME Student Membership" is not an eligibility requirement for our local Competition. Our local Oral Presentation Competition is not a qualifier or a prerequisite to entry in the Orals Competitions at E-Fest, and no E-Fest funding or eligibility is provided; it's just a local event, and we encourage all eligible students to participate in all E-Fest Competitions and Activities.

Each Presentation in our Old Guard Competition shall be made by one Competitor. Each Presentation is allotted fifteen minutes, followed by a five minute "Question and Answer" (Q&A) session. Each Presentation in the Oral Presentation Competition must be delivered in English. The subject matter of each Presentation must address a technical, economic, or environmental aspect of engineering or other basic engineering theme, provided it pertains to some sphere in which an engineer is or should be involved. A major portion of a Competitor's total score is based on the Judges' evaluation of demonstrated capability to communicate orally, including evidence of a talent to respond effectively in the Q&A session.

A Competitor may utilize any available resource but must realize that the Presentation is to be an individual effort. Use of visual aids is advisable (PowerPoint™ slides, etc.). Animated and live-action video clips, if used, may not exceed one minute of combined total duration. Clips may not be accompanied by any recorded sound. Good practice and courtesy dictates that credit be given during the Presentation for any significant outside help related to the presented project or topic.

We'll need the proper "Title" of your Presentation for our printed Programmes, but a written paper, manuscript, or Abstract is not required.

Local Eligibility and Requirements

To be eligible to participate in our local Competition, each Competitor must be an undergraduate engineering student who:

a. Is enrolled in a nearby higher-education institution offering courses in any engineering discipline,
b. Has not yet received[*] an engineering degree, and,
c. Has a confirmed Registration for our Conference as an "Old Guard Oral Presentations" Competitor.

[*] Students who complete the requirements for their baccalaureate engineering degree, or who actually receive that degree at the end of a term, semester, or quarter a short time before our Conference may still participate. These students, however, must not have completed their degree requirements before December 1 of the calendar year prior to our Conference.

There is no limit on the number of Oral Presentation Competitors from any one School, and entering our Orals Competition does not disqualify the Competitor from participating in any of our other local Conference Events and Competitions.

Graduate and Returning Students may also apply and be invited to speak, on a purely recreational, educational, non-competitive basis, subject to our time availability and constraints.

We can handle "Sabbath" time considerations if we are so-notified when you register.

Competition Entry

Entry is via our Conference's Registration Web Site.

Conduct of the Competition

A Master of Ceremonies shall preside, assisted by two Timekeepers and other helpers. "Room time" shall be made available, well in advance of the Competition, for each Competitor to test and become familiar with our equipment: our computer or lap-top with PowerPoint™ (or bring your own), projector, screen; podium and probably a microphone; room lighting and 120V wall receptacles; cafeteria-style display table. Be prepared for variations in computer and software versions and capabilities. A reasonable amount of set-up time will be provided before each Presentation. Unobtrusive and non-flash photographs may be taken during the Presentation, but attendees need the agreement of the Competitor, to retain any non-trivial content of the Presentation.

The Presentation's duration is fifteen (15) minutes plus five (5) minutes for Q&A immediately thereafter. Any time remaining or exceeding the fifteen-minute Presentation must be added to or subtracted from the subsequent five-minute Q&A session.

Questions may be asked by any attendee of the Competition except those from the Competitor's own educational institution. Any person wishing to pose a question to a Competitor must be recognized from the Podium and state own name and affiliation before proceeding with the question.

Timing:

- At the end of twelve minutes, the first Timekeeper will rise to signal to the Competitor that there are three minutes remaining.
- After the Competitor acknowledges the signal, the Timekeeper will sit down.
- At the end of fourteen minutes, the second Timekeeper will rise to signal to the Competitor that there is one minute remaining.
- After the Competitor acknowledges the signal, the Timekeeper will sit down.
- At the end of fifteen minutes, both Timekeepers will rise together and remain standing until the Competitor concludes the Presentation.
- Both Timekeepers will rise at the end of five minutes to terminate the Q&A session.

Judging and Scoring Criteria

Oral Presentations are judged by one panel consisting of at least three Judges, with one or two Alternates available if needed, typically ASME Members (or similarly professional people) from the local area, selected for their technical knowledge and mature judgment. The Presentations will be judged in four categories; Content, Organization, Delivery and Effectiveness, and Discussion.

Content

To what extent is the subject of interest to a technical audience? Is credit given for source of material or contribution by others? How much knowledge of subject was exhibited? Is work independent and original? Is the subject technical or general in nature?

Organization

Is there any novel approach to the subject? Is there sufficient background information provided in order to introduce the audience to the subject? Are the facts developed in logical and continuous sequence? Is there a definite conclusion, and was it adequately based on the facts or data presented?

Delivery and Effectiveness

Are the words distinctly pronounced and was proper volume used to be heard by all? Is proper English used, and is the vocabulary sufficient? Is personal appearance appropriate? Are there any distracting mannerisms? Is the manner of delivery (conversation, memorized, read from manuscript) satisfactory? If visual aids are used, how effectively are they used? Is the Presentation within the allowed time limit of 15 minutes?

Discussion

Is the Presentation evoking spontaneous questions from the audience? Are the questions indicating the need for clarification of facts presented, or were they merely of the type seeking additional information? How readily and with what self-assurance did the speaker answer the questions? Are the answers indicating knowledge of the subject beyond that disclosed in the original Presentation? Is the ability to think clearly demonstrated?

Scoring Sheets and Judging

Judges are to use the standard "Old Guard Oral Presentation" Scoring Sheets as the basis for judging the Presentations. The Scoring Sheet has been developed for the convenience of the Judges in evaluating the Presentations in Competition. Scoring Sheet samples shall be provided to the Judges for familiarization, a good amount of time prior to the Competition. Judges will be advised of the number of available 'Places' per Event Budget. Judges are not 'bound' by any mathematical formulae or calculations; rather, they are to consider their numerical data and carefully deliberate to common agreement on Competition Results. A Results Sheet, signed by the Judges, is to be provided promptly and privately to the Master of Ceremonies. Scoring Sheets are not to be given to the Competitors or their supporters, and after the Judges have provided their Results to the Master of Ceremonies, shall be taken away and privately disposed of.

Awards and Recognitions

- First Place, Second Place, Third Place, Best Technical Content. Announced and presented at the Awards Banquet. Additional Places are possible, depending upon our Budget.
- Monetary Awards, which are subject to Host-Institution and IRS Reporting Requirements. Amounts will be determined by our Conference's final Budget, and will be announced in advance on our Event Web Page. Awards may be provided at the Event, or, sent afterwards.
- Certificates, possibly available at the Awards Banquet, depending upon our 'on-site printing' capabilities, or, sent afterwards.