

Exemption Process for Strategic Presentation Skills (SPS)

1. What is Strategic Presentation Skills (SPS)?

Strategic Presentation Skills (90-718) provides practical instruction for preparing and delivering professional presentations. Activities and assignments include: analyzing audience members, writing outlines, creating cohesive visuals, and speaking extemporaneously. Students target and engage specific audiences using a communication style suitable for workplace environments. Overall, the course helps students develop confidence and apply effective techniques when speaking in a public setting.

NOTE: If you apply for an exemption, do NOT register for the course in MINI 1. Please wait for the outcome to schedule the course (if needed).

2. Who should apply for an exemption?

- A student with professional communications training.
- A student who completed a similar course with a grade of an A- or better.

3. What do I need to create?

A student must create a 5-10 minute presentation using visuals (Powerpoint or Prezi). The presentation can be recorded with the presenter standing in front of a large screen or a computer screen. If this is not an option, the student can record via webinar using a split screen. The visuals and the student must be seen at the same time in any of the recorded options. If using a video from a previous presentation, create a clip of the introduction and the first 10 minutes.

4. What should I discuss for this presentation?

The content of the presentation should relate to some aspect of your chosen field of study (environment, management, technology, economics, statistics, entertainment, etc.). The presentation style is extemporaneous. Speakers should prepare and practice; however, a script should not be used when recording.

5. Why can't I submit a transcript?

SPS exemptions are based on performance, not a transcript grade.

6. Why do you offer an exemption only once a year?

We determine the number of sections to offer each year based on the number of exemptions. Videos are reviewed during orientation week.

7. How do I submit my work?

Send an email to Dr. Kim Hyatt at hyatt@cmu.edu by **August 12, 2018 @ 11:59 PM (EST)**. Attach your visuals and a link to view your video. Please do not email a file of your video. If your video is marked "private," it will not be reviewed for an exemption. Late submissions are NOT accepted.

REQUIRED (SUBJECT LINE) INFORMATION: **First and Last Name – Exemption Materials for SPS**