**Presentation Project**

**Group Assignment**

**Instructions:** You and your partner are creating a presentation regarding business etiquette and procedures in two different countries (may not be the United States). You should find your information by using research. The information you include in your presentation should be accurate facts. You must decide if you want to use Prezi, PowerPoint, or Google Slides or another presentation website to create your presentation. You will need to include the following information in your presentation:

* Title Slide
* Partner # 1 -Business Etiquette/Procedures in the country of your choice
  + This will be multiple slides
    - **Business etiquette and procedures you will inform your audience about:** 
      * Greetings
      * Giving gifts in business
      * Dress- business attire
      * Gender roles in business
      * Meetings
      * Time relating to meetings and arriving to work
* Partner # 2 Business Etiquette/Procedures in another country of your choice
  + This will be multiple slides
    - **Business etiquette and procedures you will inform your audience about:** 
      * Greetings
      * Giving gifts in business
      * Dress- business attire
      * Gender roles in business
      * Meetings
      * Time relating to meetings and arriving to work
* Explanation of how the business procedures of the two countries compare and differ to the business procedures in United States.
  + This may be more than one slide
* Conclusion Slide
  + Generalization of how business is conducted in each country
    - Conservative, relaxed, strict, etc.
* Sources Slide
* Include images in your presentation

You and your partner will present this information to the class. Make sure you are BOTH presenting and use your presentation as a guide…DON’T read the presentation to us!! Practice

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| **Category** | **Points Possible** | **Points Earned** |
| Title Slide   * Title * Subtitle (Including the names of the countries researched) * Student Names * Formatting | 5 |  |
| Business Etiquette/Procedures of a country of your choice  (Partner #1 \_\_\_\_\_\_\_\_\_\_\_\_\_ Partner #2\_\_\_\_\_\_\_\_\_\_\_\_\_)   * Appropriate number of slides for information * Appropriate Format * Transitions * Animations * Graphics | 30 |  |
| Compare/contrast the business etiquette/procedures of US   * Appropriate number of slides for information * Appropriate Format * Transitions * Animations * Graphics | 15 |  |
| Conclusion Slide | 10 |  |
| Sources Slide | 10 |  |
| Presentation   * Both partners should be involved in the presentation * Uses presentation as a guide * Uses correct grammar * Dress neatly | 30 |  |
| **TOTAL** | **100** |  |