

Task List

Task List

Use the chart below to divide the work load. Every person in your group must participate in order for your group to be successful. There are 3 sections to this project so the task list is separated by those sections. Please make sure that all sections are balanced and even.

Before you can get started you must create (as a group) an outline that you are going to follow for your presentation so that all members know what will be discussed in the final projects

Presentation Task :

<u>Task:</u>	<u>Person assigned:</u>
1. Attend appropriate presentation workshop and present to the rest of your group	
2. Create presentation	
3. Present presentation to the class.	

Budget Task List:

<u>Task:</u>	<u>Person assigned:</u>
1. Attend budget workshop.	
2. Create budget.	
3. Present budget to the class.	

Service Learning Task List:

<u>Task:</u>	<u>Person assigned:</u>
1. Attend a Service Learning workshop.	
2. Create a tasks list to get the service learning project completed.	
3. Present service learning plan.	

Group outline for Final presentation:

Topic: _____

You can create a formal outline, a web or another guide so that you know exactly what will be included in your final presentation. This should be done as a group so that at the end all members are aware of what is being presented. **USE YOUR RUBRIC TO HELP YOU COMPLETE THE OUTLINE.**

