

IB-Required Assessments
General Guidelines for the TOK Presentation
Written & Compiled by William Collazo

[INTERNAL ASSESSMENT – 10 points; accounts for 33% of the final TOK score]

* Read for detailed explanations of the requirements as well as examples of presentation topics and their approaches in the most recent **TOK Curriculum Guide** (available on my website on the TOK Links page); it will tell you just about everything you need to know along with my **Presentation Assignment** packet. When in doubt, check these places first first; then ask me. What follows are my suggestions and guidelines based on the information in the curriculum guide.

BEFORE & DURING THE PRESENTATION---GENERAL TIPS:

- 1) Determine a presentation topic that will allow you to examine a broader knowledge question through a concrete, real-life situation. Remember, IBO and I want to know that you know how to apply the abstract ideas that form the basis of TOK in concrete terms. Where do you see knowledge questions in the world? Controversial national and international events serve as good examples to examine. Carefully peruse the examples provided in the TOK Curriculum Guide.
- 2) Read carefully and follow the process steps outlined in the **Presentation Assignment** packet; this includes the **Topic Development Questions** listed on p.6 of the packet. The responses to these questions must be typed and printed out for our presentation planning meeting, the group conference to discuss important development steps before you proceed in finalizing the presentation.
- 3) Give yourself plenty of time for collection of research and/or preparation for the presentation. Videos & artwork often take much longer to prepare than what you initially think. And as a general rule, you do not want to use pre-recorded resources that use up more than 2-3 minutes of your presentation time. Going beyond this amount of time suggests you are avoiding the important face-to-face, interactive time needed with your audience to score well.
- 4) Make sure when you are doing your preparation, you are constantly checking with your fellow group members to make sure the information/argument you are making coincides and supports the central knowledge question at the heart of your group's inquiry. As a group, check the **TOK presentation assessment instrument** to make sure you are all on the right track to score at the highest achievement levels!
- 5) Make your presentation as interactive as possible. When appropriate, challenge your classmates with a question that makes them think about the issue you will discuss or that demonstrates a point you are making about general belief or knowledge about the issue. But do not rely on your classmates to make your key points about issues and claims in your presentation; that is your task (and your challenge): to demonstrate your understanding of the issues by both presenting the ideas you pre-prepared and by incorporating the input of your classmates during the presentation.

- 6) If you need any special equipment on the day of your presentation, be sure to check with me about providing it for you. You may also bring in your equipment you plan to use, but bring it in a day early to make sure it works. Just in case, have a contingency plan for equipment failure.
- 7) Prepare your bibliography of resources used to complete the necessary research for your RLS's. Standard citation format required. **This bibliography is due digitally, before you present.** Also, as a rule, please identify source citations when using facts and details either on a visual aid (i.e. PowerPoint, Prezi, etc.) or verbally as you present new, not so common, information.
- 8) Dress for success. Dress nicely for the day of your presentation; people generally take you more seriously when you look the part. Although the IB grade is out of 10 points, the presentation grade in my class is 20 points; the extra 10 points is for professional dress, overall presentation, careful consideration of, and contingency plans for, possible technical issues, and submission of a properly filled out PPD form required by IB.
- 9) As you progress through your presentation, be sure to fully address questions brought forth by your classmates and me. Do not leave a question unaddressed, it could very well be the breakthrough question that promotes a better-analyzed knowledge question in your topic.

PRESENTATION FORMS:

All members of a group are required to complete a presentation planning (PPD) form individually. This form will be provided to you digitally well before your presentation. It is due at least one day before the presentation; even the night before.

The PPD form should be submitted to me **digitally** following this file naming protocol:

Lastname_PPD_Period#-Group# ---- COLLAZO_PPD_Period1-Group1

The form should be submitted via ManageBac, according to my class instructions.

Complete the form by typing answers to the questions as thoroughly as possible **NOT to exceed 500 words** on the form.

AFTER THE PRESENTATION

I will add teacher comments and a score to your PPD form and inform you when I have done so. The score will be modified to the 20 point equivalent score for Pinnacle after I have completed grading. Please see the **Presentation Assignment** packet, p.7 for an explanation of scoring.

Additionally, I will ask you to take a picture with your group on the day of the presentation. We will use it to acknowledge our body of work as a class at the end of the course.