

Span 250A/B (Prof. Klucas)
Instructions for Individual Oral Presentations and Papers

Instructions for Oral Presentations

1. The oral presentation is to be given in Spanish without recourse to reading although note cards may be referred to from time to time. Make your presentation lively, interesting and informal.
2. Each presentation should range from 20-25 minutes (allow five minutes for questions at the end). Make use of audio-visual aids. Watch your time!
3. Have a brief outline of your presentation photocopied and distribute a copy to each member of the class, including the professor before you begin your talk so that everyone may take notes on it and follow it through.
4. Evaluation
 - a) Communication: fluency/spontaneity - good clear Spanish
 - b) Appropriate selection and use of audio-visual aids
 - c) Organization - balanced/cohesive/follows outline
 - d) Length – too long, too short, or adequate
 - e) Vocabulary/Grammar
 - f) Overall presentation: self-confidence/composure/lively expression

Instructions for Research Papers

1. Your paper should be in Spanish from 6-8 pages in length, font size 12, double-spaced for the purposes of correction, preferably on the computer, using proper accentuation and spelling.
2. The topic of your paper must be different from the topic of your oral presentation. See the list of suggested topics for presentations and papers for ideas, or you may select a cultural topic of personal interest, or perhaps one related to personal experience, such as travel or study abroad. Nevertheless, you must use and acknowledge bibliographical sources. Try to begin planning your topic early so that you will not be rushed in meeting the deadlines for submitting the outline and final draft of your paper.
3. Please include a bibliography at the end where you indicate each source in alphabetical order beginning with the author's last name and first name, title, city, publisher and date of each source (book, article, internet site, etc.) you use. For example:

Cantarino, Vicente. Civilización y cultura de España. Upper Saddle River, New Jersey: Pearson Prentice Hall, 2006.

"Fresco Painting." Encyclopaedia Britannica Online. 2002. Encyclopaedia Britannica. 8 May 2002 <<http://search.eb.com/>>.

The MLA (Modern Language Association) Handbook is the national standard for research paper format, use of quotations and bibliography that we use in language studies. Before paraphrasing or quoting an author, take notes on the following questions as you read your bibliographical sources of information:

- ¿De qué trata el libro, capítulo o artículo?
- ¿Qué aspectos del tema (capítulos) trata el autor?
- ¿Cuál es el punto de vista del autor y a qué conclusiones llega?
- ¿Cómo es el lenguaje y el estilo del autor?
- ¿Cuáles son sus propias impresiones u opiniones sobre el libro o artículo que Ud. ha leído?