

CAPSTONE SYMPOSIUM RUBRIC

SECTION	STANDARD MET
Presentation	<ul style="list-style-type: none"> • The poster is the first page of the presentation. • The research question is clearly stated, and the presentation is aimed at the intended audience. • The presentation fits the 30-minute time limit (20 minutes of presentation, 10 minutes of questions). • Enough time is spent on each slide to allow the audience to absorb the information. • The speaker presents information slowly and clearly. • The slides have large, readable text for a large room with suboptimal lighting. • Each slide makes only a single point. • There are five or fewer lines of text on each slide. • Text is concise, having only a phrase or a few words per line. • Background of slides is light and contrasts with text and pointer. • The axis of graphs can be read from the back of a large room, are labeled and follow the Master Template formatting. • The presentation of information is organic, yet professionally communicated. • The presentation has been practiced refining flow, message, and length. • The speaker’s voice can be heard in a large room over the noise of the crowd and projector. • Language is free from unexplained jargon and acronyms. • If a pointer is used, it is used as an intentional tool. • The introduction is brief in proportion to the length of the presentation. • Methods are shown in an abbreviated form in only enough detail to support the results. • If the methods are illustrated, a matrix, flow chart, or other diagram is used. • Data analysis tells a clear data story. • The conclusions are clear and concise. • The presentation ends by closing the action research cycle and describing how you changed through the action research process in the CER section. • Fully attends 12 Capstone Presentations over all days of the Symposium and completes Symposium requirements. • Completes post-Symposium requirements.
Poster Expectations	<ul style="list-style-type: none"> • The poster was created in one of a variety of programs such as PowerPoint, Keynote, Illustrator, etc. and was submitted in PDF format. • The page size was set at 24 inches by 36 inches. • The poster uses horizontal/landscape orientation. • The poster uses no more than 3 to 4 font sizes. Different font sizes are used for the title, section headings, text, and graphics. • Uses easily readable fonts.

	<ul style="list-style-type: none">• Writing is concise as to limit text. Poster contains an intermix of text with graphics and images whenever appropriate. When tables or figures are used, proper formatting is applied.• Sources for graphics or pictures are credited using APA 7th edition formatting.• The MSU MSSE logo is used but not altered (resizing is okay).• The research site or school is appropriately credited.• Researcher's name, the location of the project (city, state), and the date are included.• The poster is visually appealing and well organized.
Oral Defense Expectations	<ul style="list-style-type: none">• Clearly articulates answers to committee members' questions during the oral defense.• Reflective about their study and their role as an action researcher.