

## ORAL Presentations, spring semester 2020

*(under MUNI-requirements of the running CORONA pandemia in European Union & CZ, etc.)*

### Objective:

**Creation and presentation of an HRM topic chosen by the 5 teams themselves.**

### Activities:

#### 1. Name of team members and your chosen topic:

a. 4 Teams has send me the Names and their chosen topics: on time.

**b. I am missing only the Names and the their chosen topic of TEAM 5.**

**i. I I ask the team leader TEAM 5 to send me the names of the team and your topic until May, 13th, 2020, 09:00 o'clock**

#### 2. At all 5 TEAMS:

a. Send me until **T: May, 14th, 2020, 23:00 o'clock** your:

i. .ppt-presentation (maximum: 5 - 8 slides) and

ii. your written HANDOUT (Summary)

##### 1. **Handout requirements:** (extract of Syllabus and adapted)

a. Handout is short - it has a minimum of 2 page and maximum of 3 pages (A4: 2.5 cm margins, font 12b)

b. Contains important information based on the content of the presentation. Mentioned is especially key factual knowledge, which is dedicated enough space (as discussed in more detail, describe practical impact, etc.). Less important things are not mentioned at all or represented by a link to more detailed resource.

c. Handout is structured. Single logical units are graphically separated. Bullets or short paragraphs prevail.

d. Handout is understandable. Every technical term is explained (in parentheses) or footnote.

- e. Important theories are explained in detail, less important, are not listed or are briefly explained.
- f. Handout is professional. Based on the scientific or professionally recognized literature, which is cited in accordance with citation standards (we recommend putting in brackets the author's name, and year of publication) - use bibliographical citations according to the APA Style<sup>1</sup>. Handout does not contain unverified information, theory and general knowledge gained from popular websites (e.g. hrexpert.com).
- g. Handout includes literature references. See citation of literature in this Syllabus – use it as a standard.

**iii. to: Mr. Johannes GOELLNER:**

1. to email: [johannes.goellner@meinsteuerberatung.at](mailto:johannes.goellner@meinsteuerberatung.at)

**3. Presentation:**

- a. **Every team has to present its topic** in a online Virtual Classroom-TELCO via Skype or MS TEAMS, etc.
  - i. Each presentation lasts 10 to a maximum of 15 minutes; be exact and each team member must present at least 1 slide.
  - ii. and then 10-15 minutes of a common discussion.
- b. **Date of presentation is: May, 15<sup>th</sup>, 2020, 1000-1400 o'clock** in 30 minutes sequences, see point 3.a.
  - i. You get detailed information until May, 13<sup>th</sup>, 2020, 16:00 o'clock via a email by me.
  - ii. I have to organise this with my colleague Dr. JIRASEK

*Author: Dipl.Ing. Johannes GÖLLNER, MSc, Brno/Vienna, May, 8<sup>th</sup>, 2020*

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<sup>1</sup> See for example: [http://en.wikipedia.org/wiki/APA\\_style](http://en.wikipedia.org/wiki/APA_style) in order to learn what information should the citation include.