****Appendix VII

|  |  |
| --- | --- |
|  | **ÓBUDA UNIVERSITY** |
| **Keleti Károly Faculty of Business and Management** |

**ORGANIZING PROJECT WORK PRESENTATIONS**

1. The Committees shall consist of 3 persons:

- the group's consultant,

- an independent member (instructor, company specialist),

- a student (who does not complete the subject in the given semester).

2. Presentations should be uploaded to Moodle at week 13.

3. The presentation is public, the schedule is published on the faculty's website by the subject coordinator of the given institute until the end of the 13th educational week.

4. The duration of the presentations is 12 minutes, after which the group members can respond the questions of the committee in max. 8 minutes.

5. The evaluation criteria of the presentation can be found on the scoring sheet (Appendix V).

6. After the lectures, the points are given jointly by the committee, students have the right to comment.

7. The assessment sheets are handed over by the consultant to the instructor in charge by the end of the 14th teaching week.

8. It is possible to make up for missed presentations (illness, other force majeure) in the first 10 days of the examination period on the basis of the guidelines of the subject coordinator.