MOTD INSTRUCTIONS

DUE NLT 11:59 PM EDT on SUNDAY, APRIL 5

REQUIREMENTS

Here are the original instructions for the MOTD assignment, as copied from our original syllabus and updated to accommodate our online-only format (yellow highlighting shows changes).

Students will make a “Microbe of the Day” (MOTD) presentation individually or in teams. These talks will highlight microorganisms of particular environmental relevance, and students may select any microbe they wish. The presentations must include the following items: a picture and/or video of the organism, its physiology/morphology, its phylogeny, its relevance to a particular natural/engineered environmental system, and the ecological characteristics which allow it to thrive. Presenters will prepare a powerpoint slide deck and a 1-page handout summarizing their content. Students will record their presentations, using Zoom, and answer questions via an asynchronous discussion forum/chat. Recorded presentations should be 7-10 minutes in length. All MOTD content will be considered course material and thus may appear on examinations.

All requirements still stand, except for the handout. I’ve decided not to make the MOTD content “testable” (i.e., fair game for the Final Exam), so there is now no need for the handout. Also, you may decide to work on your own or with one partner (i.e., you can decide to do it either way, regardless of what you told me before).

PREPARATION AND SUBMISSION

1. Prepare your slide deck in Powerpoint (or Google Slides, Keynote, Prezi etc). Practice your presentation, and if relevant, confer with your partner to decide in advance who will cover which part. If you’re on a team, both of you must speak during the presentation.

2. Log into UVA Zoom (Figure 1A). Schedule and/or launch your Zoom meeting from the options at upper right (Figure 1B). When you click on “host a meeting”, select the “with video on” option. If you are working with a partner, you and they will both need the same Zoom link to attend at the same time. Either email the link or invite them from inside the application.
Here are some tips for effective online presentations, if you haven’t had much experience with virtual meetings before.

- Consider lighting and sound before you start recording. Headphones are helpful if your audio is not good. Your attire should be professional even if it is casual.
- Practice your talk and make sure it is timed to fit the allowed duration (7-10 minutes).
- If you are working with a teammate, decide in advance who will say which parts, and plan ahead so that the host will know when to advance to the next slide as the other person is talking.
- Include slide numbers on your slides, so people can comment on specific items that you have presented.
- Use your mouse to virtually “point” to the items you are discussing. And as you are discussing, describe features of the visuals that you want people to internalize (e.g., using colors, shapes, etc).

3. Once you and your teammate are ready to go, the host should open the powerpoint file on their computer. When everyone can see the file, and you are ready to start narrating, the host should click “record” (Figure 2A). **Please make sure you select the “Record in the cloud” option. This is very important for later submitting and sharing the video file that you will create!** You’ll be able to tell whether or not you are recording by looking at the indicator bar at upper left (Figure 2B). You’ll also be able to stop/pause/resume recording using the controls at the bottom right (Figure 2B).

4. When the host stops recording, they will get a message telling them that they will receive an email when their recording is ready for viewing. The email will contain two links. The first will be only for the host. You can use it to make sure you are satisfied with your recording. The second link (“share recording with viewers”) will be the one you will submit via Collab < Assignments < MOTD. Please paste the link into the submissions text box (Figure 3). Please also type your name, your teammate’s name (if relevant), and the name of your MOTD...
organism. Finally, submit the assignment in Collab. If you are working with a partner, only one of you has to submit the link.

Figure 3

**GRADING**

As we discussed in class, peer assessment will count for 50% of your grade for this assignment. The rest of the credit will be awarded for: submitting your video link on-time (10%), including all of the required elements in your presentation (15%), and providing peer feedback for two other participants/teams (25%).

Because we will need to wait for all teams to submit their links before we can begin peer review, the peer feedback process will be assigned for the following week (Week 13). Logistical information about how we will implement peer feedback is summarized in the following section.

**PEER FEEDBACK LOGISTICS**

Once the videos have been submitted, I will update our Google Sheet to include reviewing assignments (i.e., saying which two teams each other team should review). The link is pasted below:

https://docs.google.com/spreadsheets/d/1Uo1ndqIO8xcSwZpyHpuK5yTc4CIo7ahSQwwmiN0t93w/edit#gid=0

When you know which two teams you will review, go to Collab < Resources < Week 13 < MOTD Video Links. Watch each of your assigned videos, then use the link below to provide feedback for each team that you review. You’ll notice that the form asks you to enter your name. I will use this information only to give you credit for having provided feedback. I will make the feedback anonymous (i.e., take out the names) before I share the feedback with the presenters.

https://forms.gle/i6CowjaRBd2GDNKk6

To be clear, you should fill out and submit the form two times, one time for each of the teams you are reviewing. If you want to watch EXTRA videos (optional but fantastic! 😊), please feel free to use the form to submit feedback for those additional videos.