Project presentations & group report deadline
Tuesday, October 10th

Grading
- The final project for the course is worth 50% total of the course grade.
- The draft will be worth 10%; the final report will be worth 30%; the campaign presentation will be worth 10%.
- The group grade for a student may be adjusted based on the self- and group-evaluations of a student's work. Groups should include only the names of the students who have contributed to the project on their submitted work.

Report Format
The **draft report** will be typed, double-spaced, in Times New Roman 12-pt font. Margins will be one inch only. The draft will include, at minimum, a cover page, a completed disease profile, and outlines for each section except the Executive Summary (see below), as well as an initial bibliography. Teams are encouraged to provide as much detail in their draft report as possible in order to get maximum feedback.

The **final project report** will be typed, double-spaced, in Times New Roman 12-pt font. The final project report will be 15-20 pages long, not including the cover sheet and bibliography. Margins will be one inch only.

Make sure that you give yourself enough time before the due dates to allow for someone else to proofread your proposals. *Typos and misspellings are inexcusable at this level of writing.*

Your final report will include seven main sections: 1) Executive Summary, 2) Disease Profile, 3) Prevention and Control: Lessons Learned, 4) Prevention and Control: Course of Action, 5) Demographic Concerns, and 6) Domestic Politics, and 7) Foreign Policy.

Students are not required to provide only these sections; rather, the sections provided are to provide a basic framework of what should be addressed in each proposal. However, although students may add sections, these seven sections *must* be included.

- **Cover Page**

The report should include: a cover page, with your report title, the names of the team members who contributed to the project, the term, the date, the course title, and professor's name.

- **Executive Summary**

In this section, the team should summarize your proposal in a way that will allow your team and public officials to easily communicate the essence of your proposed actions to the public. Teams should also indicate the intended audience for their proposal.
[Section length: about one page]

- **Disease Profile**

In this section, the team should provide a detailed disease profile of H7N9 (Sections I, II, IV only). [Section length: about one page]

- **Prevention and Control: Lessons Learned**

In this section, the team should review prevention and control methods used in addressing other infectious disease outbreaks in the United States. The team should evaluate the potential viability and effectiveness of selected measures for addressing the current flu outbreak. Teams should be thoughtful in the measures they select for analysis, demonstrating that they have chosen *relevant examples* for evaluation.
[Section length: about three pages, but variable based on team decisions]

- **Prevention and Control: Course of Action**

In this section, the team should review current prevention and control methods and offer new methods in response to the current outbreak.
[Section length: about three pages, but variable based on team decisions]

- **Demographic Concerns**

In this section, the team should review demographic trends and the risk factors for increased burden among individuals living in the United States. The team should also offer potential solutions for addressing these concerns.
[Section length: about three pages, but variable based on team decisions]

- **Domestic Politics**

In this section, the team should consider how the current state of American government – particularly the staffing of federal agencies and departments – and of public opinion/discourse will impact risk communication and management related to the outbreak.
[Section length: about three pages, but variable based on team decisions]

- **Foreign Policy**

In this section, the team should consider the possible consequences of proposed solutions on diplomatic relationships in the international system.
[Section length: about two pages, but variable based on team decisions]

- **Bibliography**

The bibliography will include all sources that were consulted during your proposal development. Entries must be in alphabetical order, by the lead author's last name. Citations should be in Chicago-style. Please refer to the Gordon Library's resources on citations, if you have any questions.

Presentation Format

Each team will have 10 minutes to present their proposal. You've done all the research, now this is your opportunity to be creative! The creative aspect of your presentation may be in the form of a social media website, PowerPoint presentation, videos, posters, websites, podcasts, etc. These materials will be presented to the "policymakers" with your proposal "pitch" during class.

Teams may want to look at the CDC, WHO, or similar institutions to see how they attempt to influence policy. What materials do they use? How do they appeal to different audiences?

Teams may decide that not all group members need to present the material. However, keep in mind that students will be evaluating their own and their team members' contributions to the project. Work should be shared as equally as possible in crafting your proposal and presentation.

Proposal presentations should clearly present the names of the team, topic, and the intended audience. Teams will then present their creative components in their "pitch", as if they were in front of that audience (state, national, and/or international officials, health agencies, etc.).

Presentations will be cut off at exactly 10 minutes, so *practice, practice, practice*! Following each presentation will be a brief question-and-answer session. Teams should be prepared to answer questions related to the above section guidelines for the project report during this session.

Teams are encouraged to meet with the professor during office hours or in a scheduled appointment to discuss any questions or issues pertaining to the project.